

Department of Mental Health
Master Agreement- Jail/Arrest Diversion Program
Statement of Work (SOW)

Procurement: BD-18-1022-DMH08-8210B-21306 **Contract ID:** PPD MH822026SOMERVIL

Contractor Name: City of Somerville Police Department, Jennifer Korn, jkorn@somervillema.gov

DMH Sponsor Name: Director of Jail and Arrest Diversion Initiatives: Joanne Barros

Proposed Dates of Service (not to exceed current state fiscal year)

From: 1-Jul-25

To: 15-Sep-25

Cost Estimate

Proposed Hours: N/A

Hourly Rate: N/A

Total (not to exceed) Cost: \$55,000

Scope and Payment

Scope of Engagement

CRISIS INTERVENTION TRAINING AND TECHNICAL ASSISTANCE CENTER (CIT-TTAC):

Somerville Police Department will use grant funds to staff and run the Metro-Boston Crisis Intervention Training and Technical Assistance Center (CIT-TTAC) for Police Department and dispatch personnel in the Greater Boston Metro Region and the Northeast Area. The CIT-TTAC will operate as a multi-service training and technical assistance satellite for CIT training, certification and development, Mental Health First Aid (MHFA) training, CIT for Dispatch, Youth CIT, Advanced CIT and will assist local police departments with Co-Response training needs with referrals to the CR-TTAC. The Somerville Police Department will develop and maintain a Crisis Intervention Team, following the CIT developmental process outlined below and utilize CIT approaches going forward. The MB CIT-TTAC staff will provide training, technical assistance, and consultation support to departments interested in developing CIT programs in the greater Metro Boston and North East areas, including university police and public safety personnel in the greater Boston area. CIT trainings will be offered at least six times this fiscal year. MHFA or other specialty behavioral health trainings will be offered 6 times in addition to CIT for Dispatch will be offered at least two times. CIT for Youth will be offered twice, following the statewide curriculum. Eight hour CIT re-certification classes will be held at least 4 times in FY 26. Psychological First Aid will be offered up to four times. Massachusetts CIT Curriculum will be utilized for standardization, assistance in module design and training delivery. Please be advised that contracting beyond Quarter 1 of Fiscal Year 2026 is subject to DMH's final appropriation level.

Deliverables and Payment

Grantee provides documentation of actual expenses corresponding to line items represented in the Attachment D Budget Sheet.

Grantee provides quarterly report data including:

1. Number of CIT, MHFA, and other behavioral health training for law enforcement held.
 2. Number/Origin of police departments, law enforcement agencies, and first responders that attended CIT or other trainings provided, including Train-The Trainer MHFA for Public Safety trainings.
 3. Submission of CIT certification and Practical Skills for De-Escalation data and officer-related data in database.
 4. Quantity (in hours) of technical assistance provided to law enforcement developing CIT programs and/or CIT approaches and to whom provided. CIT development in 3-6 new police departments a year is expected. Specific technical assistance would include helping departments implement CIT as measured by 1) Having a CIT coordinator(s), 2) Having a CIT policy/procedures, 3) Having an appropriate amount of officers trained in CIT, 4) Having awareness within the police department's administration about CIT, 5) Having public awareness of the PD's CIT, 6) Having a mental health coordinator/community partnerships and 7) Having stakeholder meetings. Supporting police departments by having meetings on hot cases or those who are frequently involved or in crisis with the PD. Development/maintenance of a CIT program in the Somerville PD and submission into the JDP database by CIT officers on incidents.
 5. CIT curriculum description, with any changes noted quarterly. CIT curriculum to follow the Massachusetts CIT standardized curriculum.
 6. Number of stakeholder meetings hosted per quarter (and attendance data if requested by DMH).
 7. Completes the CIT-TTAC Quarterly Report (in the web-based database starting 10/23). Invoice will not be processed until the Quarterly Report data is received.
- Invoices for reimbursement for actual expenditures may be submitted at any time within the dates of service of this SOW agreement. Monthly invoicing is preferred when costs are incurred. (Quarterly invoicing may be appropriate in some cases.) Expenses within a fiscal year will be reimbursed by funds authorized for that fiscal year only. Final invoices must be submitted in adherence to the submission deadline established by the Commonwealth.

Signature and Authorization

Contractor	
Authorized Signatory Name:	Katjana Ballantyne
Date:	07/31/2025
Signature:	<i>Katjana Ballantyne</i>

Department of Mental Health	
Authorized Signatory Name:	Sarah Hough
Date:	08/01/2025
Signature:	<i>Sarah Hough</i>



The Commonwealth of Massachusetts
Executive Office of Health and Human Services
Department of Mental Health
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Commissioner

(617) 626-8000
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TO: All FY25 JDP Grant Participants
FROM: Brooke Doyle, Commissioner *Brooke Doyle*
DATE: June 20, 2025
RE: DMH Jail Diversion Grant Extensions for FY2026

Greetings Jail Diversion Grantees,

We are reaching out to provide guidance on our operational strategy to preserve vital Jail/Arrest Diversion Grant programs while the process for finalizing the Fiscal 2026 is completed.

DMH does not expect to have our final appropriation levels for the Jail Diversion Grant program until well into the first quarter of the new fiscal. Therefore, we intend to initially fund short-term awards (75 days) to programs that employ staff, effective 7/1/2025. Until the funding for Fiscal year 2026 is finalized, we are unable to offer full-year grant terms. Using the funding available to DMH for this period will result in full expenditure of available funding. When the final appropriation funding level is known, we will reach out with updated contracting guidance.

We apologize for any inconvenience or local uncertainty grantees may experience because of a shorter-term contracting period. We truly value the work of our grantees and our local community partnerships are invaluable to our shared goals of supporting safer communities. With this plan to apply funding in a shorter contract term period, we are trying to balance the needs for organizations that employ staff to preserve continuity of existing approved grant program operations with the current fiscal conditions.

It is our sincere hope that state appropriations for the Jail Diversion grant program will ultimately be set to the levels needed for full year operations for all staffed programs that desire continued participation. However, please be advised that contracting beyond Quarter 1 of Fiscal Year 2026 is subject to the final appropriation level.

As is the case with all state appropriated funding, final appropriation levels may be subject to emergency actions if the Commonwealth's overall fiscal conditions cannot be sustained due to unforeseen circumstances.

We thank you in advance for your participation and understanding. We value your earnest partnership with us on this worthwhile initiative, and we remain hopeful, with you, for its future.