U.S. Department of Justice
Office of Justice Programs
Office of Juvenile Justice and Delinquency Prevention

The U.S. Department of Justice (DOJ), Office of Justice Programs (OJP), Office of Juvenile Justice and Delinquency Prevention (OJJDP), is pleased to announce that it is seeking applications for funding under its OJJDP FY 09 Mentoring Initiative for Foster Care Youth. This program furthers the Department's mission by supporting the development and enhancement of mentoring programs for youth in the foster care and juvenile justice systems.

OJJDP FY 09 Mentoring Initiative for Foster Care Youth

Eligibility

OJJDP will accept applications from public agencies (including state agencies, units of local government, public universities and colleges, and tribal governments) and private organizations (including faith-based and community organizations).

(See "Eligibility," page 3.)

Deadline: Registration

Applicants must register with GMS prior to submitting an application.

(See "Registration," page 3.)

Deadline: Application

All applications are due by 8:00 p.m., Eastern Time, on June 8, 2009.

(See "Deadline: Application," page 3.)

Contact Information

For assistance with the requirements of this solicitation, contact Cora Roy-Stevens, Program Manager, at (202) 616-3659 or cora.roy-stevens@usdoj.gov or Mark Morgan, Program Manager, at (202) 353-9243 or mark.morgan@usdoj.gov.

This application must be submitted through OJP's Grants Management System (GMS). For technical assistance with submitting the application, call the GMS Support Hotline at 1-888-549-9901, option 3.

The hours of operation for the GMS Support Hotline are Monday–Friday, 7:00 a.m. to 9:00 p.m., Eastern Time.

The Funding Opportunity Number assigned to this opportunity is OJJDP-2009-2214

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OJJDP FY 09 Mentoring Initiative for Foster Care Youth (CFDA #16.726)

Overview

One of the major challenges that foster care children often face in their personal development is the lack of the involvement of a consistent, caring adult in their lives. The Office of Juvenile Justice and Delinquency Prevention (OJJDP) will assist communities in establishing or expanding mentoring and support services for youth in foster care and foster care youth involved in the juvenile justice system. The legislative authority for this initiative can be found in the Department of Justice Appropriations Act, 2009, Pub. L. 111-8.

Deadline: Registration

Applicants must register with GMS prior to applying. The GMS registration deadline is 8:00 p.m., Eastern Time, June 8, 2009.

Deadline: Application

The due date for applying for funding under this announcement is 8:00 p.m., Eastern Time, June 8, 2009.

Eligibility

General Statement of Eligibility. OJJDP invites applications from public agencies (including state agencies, units of local government, public universities and colleges, and tribal governments) and private organizations (including faith-based and community organizations). OJJDP welcomes joint applications from two or more eligible applicants; however, one organization must be clearly indicated as the primary applicant (for correspondence, award, and management purposes) and the others indicated as co-applicants.

Faith-Based and Other Community Organizations. Consistent with Executive Order 13279, dated December 12, 2002, and 28 C.F.R. Part 38, faith-based and other community organizations that statutorily qualify as eligible applicants under DOJ programs are invited and encouraged to apply for assistance awards to fund eligible grant activities. Faith-based and other community organizations will be considered for awards on the same basis as other eligible applicants and, if they receive assistance awards, will be treated on an equal basis with all other grantees in the administration of such awards. No eligible applicant or grantee will be discriminated for or against on the basis of its religious character or affiliation, religious name, or the religious composition of its board of directors or persons working in the organization.

Faith-based organizations receiving DOJ assistance awards retain their independence and do not lose or have to modify their religious identity (e.g., remove religious symbols) to receive assistance awards. DOJ grant funds, however, may not be used to fund any inherently religious activity, such as prayer or worship. Inherently religious activity is permissible, although it cannot occur during an activity funded with DOJ grant funds; rather, such religious activity must be

separate in time or place from the DOJ-funded program. Further, participation in such activity by individuals receiving services must be voluntary. Programs funded by DOJ are not permitted to discriminate in the provision of services on the basis of a beneficiary's religion.

If the applicant is a faith-based organization that makes hiring decisions on the basis of religious belief, it may be entitled, under the Religious Freedom Restoration Act, 42 U.S.C. § 2000bb, to receive federal funds and yet maintain that hiring practice, even if the law creating the funding program contains a general ban on religious discrimination in employment. For the circumstances under which this may occur, and the certifications that may be required, visit the Civil Rights Compliance link, under "Additional Requirements" in this announcement.

American Indian and Alaska Native Tribes and Tribal Organizations. Tribal applicants are limited to federally recognized tribes, for-profit (commercial) organizations, nonprofit organizations, faith-based and community organizations, institutions of higher learning, and partnerships with demonstrated organizational and community-based experience in working with American Indian and Alaska Native communities, including tribal for-profit (commercial) and nonprofit organizations, tribal colleges and universities, and tribal partnerships.

All tribal applications must be accompanied by a current authorizing resolution of the governing body of the tribal entity or other enactment of the tribal council or comparable government body. If the grant will benefit more than one tribal entity, a current authorizing resolution or other enactment of the tribal council or comparable government body from each tribal entity must be included. If the grant application is being submitted on behalf of a tribal entity, a letter or similar document authorizing the inclusion of the tribal entity named in the application must be included.

Applicants are encouraged to review the Civil Rights Compliance section, under "Additional Requirements" in this announcement.

Program-Specific Information

On any given day in America, more than 550,000 children and youth are in foster care. Foster care is the full-time substitute care of children outside of their own home by people other than their biological or adoptive parents or legal guardians. Children who are removed from their biological or adoptive parents, or other legal guardians, are placed in foster care in a variety of settings. They may be placed in the care of relatives other than the family members involved in the neglect or abuse (kin placement), non-relatives, therapeutic or treatment foster care, or in an institution or group home.

Children are placed in foster care for a number of reasons. In many cases, they have suffered physical or sexual abuse or neglect at home and are placed in a safe environment. Others have been neglected by their parents or legal guardians or have parents or legal guardians who are unable to take care of them because of substance abuse, incarceration, or mental health problems. These children are placed into custodial care while the parents or guardians receive treatment or counseling or fulfill their sentences. A small percentage, however, are placed in foster care because their parents feel unable to control them, and their behavior may have led to delinquency or fear of harm to others. These youth desperately need a caring adult to stand by them through this difficult transition. A mentor may serve as a positive role model as well as a friend to the youth. Mentoring is a structured and trusting relationship that brings young people together with caring individuals who offer guidance, support, and encouragement aimed at

developing the competence and character of the mentee. Some mentors themselves may have been in the foster care system.

Each year, between 18,000 and 20,000 youth aged 16 and older "age out" of the foster care system, meaning that they must now face life on their own. Studies have found that within 12-18 months after leaving foster care, the incidence of incarceration and public assistance is much higher for these youth than the general population. During this crucial transition period, they are at risk for a number of adverse outcomes, including homelessness, alcohol and drug abuse, dependence on public assistance, unemployment, pregnancy, and involvement in the criminal justice system. Studies have also shown that a volunteer mentor—a trusted adult who becomes a consistent and caring adult in a young person's life—can play a crucial role in easing a youth's transition to independent living.

This solicitation will support mentoring programs and services for foster care youth in a variety of settings that may also include preparing them to transition out of the foster care system.

- **Purpose**

OJJDP established the Mentoring Initiative for Foster Care Youth to support the development and enhancement of mentoring programs and support services for at-risk youth in the foster care system to prevent their involvement in the juvenile justice system and for youth in foster care who are currently involved in the juvenile justice system.

- **Goals, Objectives, and Deliverables**

The program's goals are to reduce and prevent juvenile delinquency by enhancing the capacity of local community efforts to provide mentoring and support services to youth in foster care and strengthening the capacity of local efforts to develop and expand community mentoring collaboratives and partnerships, integrate best practices into mentoring service models for foster care youth, and develop strategies to recruit and maintain mentors serving this population.

OJJDP invites applications from new or existing mentoring programs that serve foster care youth with proven track records that aim to implement activities in accordance with the goals and objectives outlined in this solicitation. Applicants should also present evidence-based programs or incorporate best practices based on research and consider a variety of mentoring approaches.

- **Award Information**

OJJDP will award up to $500,000 per award for a project period of up to 3 years. Awards are subject to the availability of appropriated funds and any modifications or additional requirements that may be imposed by law. OJJDP anticipates that any awards under this solicitation will be made by September 30, 2009.

Limitation on Use of Award Funds for Employee Compensation; Waiver. No portion of any award of more than $250,000 made under this solicitation may be used to pay any portion of the total cash compensation (salary plus bonuses) of any employee of the award recipient whose total cash compensation exceeds 110 percent of the maximum annual salary payable to a member of the federal government's Senior Executive Service (SES) at an agency with a Certified SES Performance Appraisal System for that year. (The salary table for SES employees is available at www.opm.gov.) This prohibition may be waived at the discretion of the Assistant

Attorney General for the Office of Justice Programs. An applicant that wishes to request a waiver must include a detailed justification in the budget narrative of the application. The justification should include: the particular qualification and expertise of the individual, the uniqueness of the service being provided, the individual's specific knowledge of the program or project undertaken with the grant funds and a statement explaining that the individual's salary is commensurate with the regular and customary rate for an individual with her/his qualifications and expertise, and for the work that is to be done.

Match Requirement. Match is not required for this program.

Performance Measures

To assist the Department in fulfilling its responsibilities under the Government Performance and Results Act, Pub.L. 103-62, applicants that receive funding under this solicitation must provide data that measures the results of their work. For this solicitation, OJJDP has identified mandatory performance measures, outlined in the table below, for which the Office will require applicants selected for funding to submit data during the grant period. OJJDP has an online system (www.ojjdp-dctat.org) for grantee transmittal of performance measure data. In their proposal narrative, applicants must describe their understanding of the mandatory performance measures and discuss their data collection methods. For detailed information on measures and resources, see OJJDP's Performance Measures Web page (ojjdp.ncjrs.gov/grantees/pm). Mandatory performance measures for this solicitation are as follows:

Objectives	Performance Measures	Data Grantee Provides
Establish or improve the administration of mentoring programs for at-risk, underserved youth, including the expansion of mentoring strategies and program design.	Increase in number of program mentors recruited.	During the reporting period: Number of mentors at beginning of program. Number of mentors at close of reporting period.
Enhance and improve the organizational capacity, system efficiency, and cost effectiveness of mentoring programs through training and technical assistance and other strategies.	Percent of program mentors successfully completing training.	Number of mentors. Number of trained program mentors. Number of mentors successfully completing training.
Improve outcomes for at-risk youth in mentoring programs by establishing and strengthening collaborative community approaches.	Percent of trained program mentors with increased knowledge of the program area.	Number of trained mentors demonstrating increased knowledge of the program area.
	Program mentor retention rate.	Number of mentors who left the program.
	Number of grantees implementing an evidence-based program/practice*, as	Evidence-based programs/practices implemented by grantee.

	determined by OJJDP.	
	Percent increase in youth enrolled since the beginning of the program (grant period).	Number of youth enrolled at the beginning of the program. Number of youth currently enrolled.
	Percent of mentoring programs with active partners.	Number of mentoring programs. Number of mentoring programs with active partners, including nonprofit service organizations, faith-based organizations, private industry, secondary and post-secondary education providers, vocational training providers, and other active partners.
	Number of program youth served.	Number of youth carried over from the previous reporting period, plus new admissions during the current period.
	Percent of program youth completing program requirements.	Number of youth who exited the program, successfully and unsuccessfully. Number of youth who exited the program having completed program requirements
	Percent of program youth who offend/reoffend.	Number of youth with a new offense.
	Percent of program youth exhibiting desired change in the targeted behavior. Targeted behavior targeted will depend on specific program goals and activities and may include academic achievement, school attendance, social competence, etc.	Number of youth exhibiting a desired change in targeted behavior.
	Percent of youth with whom an evidence-based practice was used.	Number of youth served using an evidence-based practice.

*****Evidence-based programs/practices have been shown, through rigorous evaluation and replication, to be effective at preventing/reducing juvenile delinquency, victimization, and related risk factors. They may be derived from a variety of valid sources, such as OJJDP's Model Programs Guide, and may include practices adopted by agencies, organizations, and staff that are generally recognized as best practices,

based on research literature and the degree to which it is based on a clear, well-articulated theory or conceptual framework for delinquency or victimization prevention/intervention.

For more information about OJJDP performance measures, contact Janet Chiancone at janet.chiancone@usdoj.gov.
In addition to data specific to program goals, OJJDP will expect successful applicants to collect process, impact, and baseline data in cooperation with a national evaluation and to collaborate across sites to document quantitative and qualitative measures.

How To Apply

Grants Management System Instructions. Applications must be submitted through OJP's online Grants Management System (GMS). To access the system, go to https://grants.ojp.usdoj.gov. Applicants should begin the process a few weeks prior to the GMS registration deadline, especially if this is the first time they have used the system. Each application requires a separate GMS registration. For a step-by-step guide, visit http://www.ojp.gov/gmscbt/ and refer to the section entitled "External Overview: Locating & Applying for Funding Opportunities." For additional assistance, call the GMS Help Desk at 1–888–549–9901 from 7:00 a.m. to 9:00 p.m. Eastern Time Monday to Friday.

Note: OJP will not review any application whose attachments are in Microsoft Vista or Microsoft 2007 format. Applications submitted via GMS must be in the following formats: Microsoft Word (*.doc), Word Perfect (*.wpd), Microsoft Excel (*.xlm), PDF files (*.pdf), or Text Documents (*.txt). . GMS is not yet compatible with Vista and cannot yet process Microsoft Word 2007 documents saved in the new default format with the extension ".docx." Please ensure the documents you are submitting are saved using "Word 97-2003 Document (*.doc)" format. Additionally, GMS does not accept executable file types as application attachments. These disallowed file types include, but are not limited to, the following extensions: ".com," ".bat," ".exe," ".vbs," ".cfg," ".dat," ".db," ".dbf," ".dll," ".ini," ".log," ".ora," ".sys," and ".zip."

CFDA Number. The Catalog of Federal Domestic Assistance (CFDA) number for this solicitation is 16.726, titled "Juvenile Mentoring Program," and the Funding Opportunity Number is OJJDP-2009-2214.

DUNS Number. The Office of Management and Budget requires that all businesses and nonprofit applicants for federal funds include a Data Universal Numbering System (DUNS) number in their application for a new award or renewal of an award. Applications without a DUNS number are incomplete. A DUNS number is a unique nine-digit sequence recognized as the universal standard for identifying and tracking entities receiving federal funds. The identifier is used to validate address and point of contact information for federal assistance applicants, recipients, and subrecipients. The DUNS number will be used throughout the grant life cycle. Obtaining a DUNS number is a free, simple, one-time activity. Call 1-866-705-5711 or apply online at http://www.dnb.com/us/. Individuals are exempt from this requirement.

Central Contractor Registration. OJP requires that all applicants for federal financial assistance, other than individuals, maintain current registrations in the Central Contractor Registration (CCR) database. The CCR database is the repository for standard information about federal financial assistance applicants, recipients, and subrecipients. Organizations that have previously submitted applications via Grants.gov are already registered with CCR, as it is a requirement for Grants.gov registration. Please note, however, that applicants must update or

renew their CCR at least once per year to maintain an active status. Information about registration procedures can be accessed at www.ccr.gov.

What an Application Must Include

Standard Form–424

Applicants must complete the Application for Federal Assistance (SF–424), a standard form that most federal agencies use, following the instructions it provides.

Program Narrative

Applicants must submit a program narrative that presents a detailed description of the purpose, goals, objectives, strategies, design, and management of the proposed program. The program narrative must be double-spaced with 1-inch margins, not exceeding 30 pages of 8½ by 11-inches, and use a standard 12-point font, preferably Times New Roman. Pages must be numbered "1 of 30," etc. Material required under the "Budget and Budget Narrative" and "Other Attachments" sections will not count toward the program narrative page count. OJJDP may reject applications that are incomplete, do not respond to the scope of the solicitation, or fail to comply with format requirements.

The program narrative must address the following selection criteria: (1) statement of the problem/program narrative, (2) impact/outcomes and evaluation/performance measure data collection plan, (3) project/program design and implementation, and (4) capabilities/ competencies. The connections among these sections must be clearly delineated. For example, the goals and objectives must derive directly from the problems to be addressed. Similarly, the project design section must clearly explain how the program's structure and activities will accomplish the goals and objectives identified in the previous section.

- **Statement of the Problem**

Applicants must briefly describe the nature and scope of the problem that the program will address (e.g., gang activity, underage drinking, drug abuse, truancy, youth employment, school performance, etc.). Local data should be used to provide evidence that the problem exists, demonstrate the size and scope of the problem, and document the effects of the problem on the target population and the larger community. Applicants should describe any previous or current attempts to address the problem.

Applicants should describe any research or evaluation studies that relate to the problem and contribute to the applicant's understanding of its causes and potential solutions. While applicants are expected to review the research literature for relevant studies, they should also explore whether unpublished local sources of research or evaluation data are available.

Project Abstract. A project abstract must be included as the first page of the Program Narrative and is included in the page limitation specified above. It must not exceed 200 words and briefly describe the project's purpose, identify the population to be served, and summarize the activities that will be implemented to achieve the project's goals and objectives. These goals and objectives must focus on short-term and intermediate outcomes (see "Impact/Outcomes and Evaluation/Performance Measures," below). The abstract must describe how progress toward these goals will be measured.

SMART. Applicants must demonstrate that they have queried OJJDP's Socioeconomic Mapping and Resource Topography (SMART) system to determine program placement in a community facing significant need. Maps and reports generated that support the problem identified in this section should be submitted as attachments to the application. If the SMART System does not provide the most recent data or information to validate the problem, additional data points (e.g., local incidents of crime or community resources), as identified by the applicant, may be submitted instead (see "Other Attachments," page 13). Discretionary grant applicants are strongly encouraged to use the enhanced functionality in the SMART system when justifying the need for funding in their locality. All applicants must register with the SMART system at smart.gismapping.info, and become familiar with the data, information, and functionality. Instructions specific to the FY '09 solicitations will be posted on the home page of the SMART site. OJJDP is available to provide additional training and guidance on the SMART system and this new requirement.

- **Impact/Outcomes and Evaluation/Performance Measure Data Collection Plan**

Applicants must describe the goals of the proposed program and identify its objectives. When formulating the program's goals and objectives, applicants must be cognizant of the performance measures that will be required of successful applicants.

Goals. Applicants must describe the program's intent to change, reduce, or eliminate the problem noted in the previous section and outline the project's goals.

Program Objectives. Applicants must explain how the program will accomplish its goals. Objectives are specific, quantifiable statements of the project's desired results. They must be clearly linked to the problem identified in the preceding section and measurable. (Examples of measurable objectives include the following: to provide school-based and community services for 40 youth returning from commitment, to increase the percentage of youth who successfully complete their current academic grade, to expand counseling services to cover an additional 50 at-risk youth.)

Performance Measures. Award recipients are required to collect and report data in support of performance measures (see "Performance Measures," page 6.)

- **Project/Program Design and Implementation**

Applicants must detail how the project will operate throughout the project period and describe the strategies that will be used to achieve the goals and objectives identified in the previous section. Applicants are encouraged to select evidence-based practices for their programs and adopt a project design that will facilitate the gathering of data on the required performance measures. Applicants are encouraged to note the NYC Children's Services Best Practice Guidelines for Foster Care Youth Mentoring at: www.nyc.gov/html/acs/html/become_mentor/best_practices_addition.shtml, the Corporation for National and Community Service's *Mentoring Children in Foster Care* at: http://nationalserviceresources.org/files/legacy/filemanager/download/learns/MentoringChildren_in_Foster_Care_Final_Revised.pdf, and the National Mentoring Center's *Foster Youth Mentoring* at: http://www.nwrel.org/mentoring/linksfoster.php

OJJDP will assess applications according to how the applicant incorporates the following mentoring program elements into the program design:

- a defined target population.
- community stakeholders.
- community partnerships that include public agencies, private agencies, faith-based communities, and/or tribal organizations.
- community mapping (needs and resources).
- community education.
- program evaluation (process and outcome).
- a resource development plan to support sustainability.
- identification of the types of individuals who will be recruited as mentors.
- identification of the type of mentoring that the program will offer.
- program structure that has identified or developed:
    - the nature of the mentoring sessions (i.e., career involvement, academic support, etc.).
    - criteria for youth selection.
    - a plan for recruiting, screening, training, supervising, and retaining mentors.
    - when mentoring will take place, how often mentors and mentees will meet, and how long the sessions should take place, where they will meet.
    - standards of conduct.
    - a staff development plan.
    - documentation of program procedures.
    - a comprehensive system for managing program information.

Applicants should detail any leveraged resources from local sources, cash or in kind, to support the project and discuss plans for sustainability beyond the project period. Applicants should identify any other federal, state, or private foundation grants that serve the same local area and target population.

Logic Model. Applicants must include a logic model that graphically illustrates how the performance measures are related to the project's problems, goals, objectives, and design. Sample logic models are available at ojjdp.ncjrs.gov/grantees/performance.html. The logic model must be submitted as a separate attachment, as stipulated in "Other Attachments," page 13.

Timeline. Applicants must submit a timeline or milestone chart that indicates major tasks, assigns responsibility for each, and plots completion of each task by month or quarter for the duration of the award, using "Year 1," "Month 1," "Quarter 1," etc., not calendar dates (see "Sample Project Timelines" at ojjdp.ncjrs.gov/grantees/timelines.html). The timeline must be submitted as a separate attachment, as stipulated in "Other Attachments," page 13. On receipt of an award, the timeline may be revised based on training and technical assistance provided by OJJDP.

- **Capabilities/Competencies**

Applicants must describe the roles and responsibilities of project staff and explain the program's organizational structure and operations. Management and staffing patterns must be clearly and evidently connected to the project design described in the previous section. Applicants must describe the experience and capability of the applicant's organization and any contractors that will be used to effectively implement and manage this effort and its associated federal funding, highlighting any previous experience implementing projects of similar design or magnitude. If partner organizations will assist with project activities, Memorandums of Understanding from those organizations describing their roles in the project and any resources, tangible or intangible, that they will contribute should be attached to the application.

Budget and Budget Narrative

Applicants must provide a budget that: (1) is complete, allowable, and cost effective in relation to the proposed activities; (2) shows the cost calculations demonstrating how the applicant arrived at the total amount requested; and (3) provides a brief supporting narrative to link costs with project activities. Applicants must submit a budget that includes a detailed worksheet itemizing all costs and a narrative explaining and justifying each budget item, as described below. Total costs that the applicant specifies in its budget must match the amount it provides in the Estimated Funding section of the Project Information screen in GMS. All funds listed in the budget will be subject to audit.

- **Budget Worksheet**

The worksheet must provide the detailed computation for each budget line item, listing its cost and showing how it was calculated. For example, personnel costs must show the annual salary rate and percentage of time devoted to the project for each employee paid with grant funds. Applicants are required to allocate a percentage of the funds over the term of the project period to cover travel and associated costs with attending at least two OJJDP-sponsored trainings. The budget worksheet must present a complete and detailed itemization of all proposed costs. A template is available at http://www.ojp.usdoj.gov/funding/forms/budget_detail.pdf.

- **Budget Narrative**

The budget narrative must describe each budget item and relate it to the appropriate project activity. It must closely follow the content of the budget detail worksheet and provide justification for all proposed costs listed in the budget worksheet (particularly, supplies, travel, and equipment) and demonstrate that they are reasonable. In the budget narrative, the applicant must explain how fringe benefits were calculated, how travel costs were estimated, why particular items of equipment or supplies must be purchased, and how overhead or indirect costs, if applicable, were calculated.

Indirect Cost Rate Agreement

Applicants that would like to establish a federally negotiated indirect cost rate must submit a proposal to their cognizant federal agency. Generally, the cognizant federal agency is the agency that provides the preponderance of direct federal funding. This can be determined by reviewing an organization's schedule of federal financial assistance. If DOJ is your cognizant federal agency, obtain information needed to submit an indirect cost rate proposal at http://www.ojp.usdoj.gov/funding/pdfs/indirect_costs.pdf.

Other Attachments

Applicants must submit the following information, as stipulated in the cited pages, as attachments to their application:

- SMART data (see "SMART," page 10)
- logic model (see "Logic Model," page 11)
- timeline or milestone chart (see "Timeline," page 12)
- résumés of all key personnel
- job descriptions outlining roles and responsibilities for all key positions
- letters of support/commitment and Memorandums of Understanding, if applicable (see "Capabilities/Competencies," page 12).

Selection Criteria

OJJDP will rate applications that proceed to peer review on a 100-point scale, based on the following point values for the selection criteria:

- Statement of the Problem (20 points)
- Impact/Outcomes and Evaluation/Performance Measure Data Collection Plan (15 points)
- Project/Program Design and Implementation (35 points)
- Capabilities/Competencies (20 points)
- Budget (10 points)

See "Program Narrative," page 9, for detailed descriptions of the above criteria.

Review Process

OJJDP is committed to ensuring a standardized process for awarding grants. OJJDP will review each application to make sure that the information presented is reasonable, understandable, measurable, and achievable, as well as consistent with program or legislative requirements as stated in the solicitation.

Peer reviewers will review the applications submitted under this solicitation, as well. OJJDP may use either internal peer reviewers, external peer reviewers, or a combination of both to review

the applications. An external peer reviewer is an expert in the field of the subject matter of a given solicitation who is not a current DOJ employee. An internal reviewer is an expert in the field of the subject matter of a given solicitation who is a current DOJ employee. Applications will be screened initially to determine whether the applicant meets all eligibility requirements. Only applications submitted by eligible applicants that meet all other requirements will be evaluated, scored, and rated by a peer review panel. Peer reviewers' ratings and any resulting recommendations are advisory only. In addition to peer review ratings, considerations may include, but are not limited to, underserved populations, strategic priorities, past performance, and available funding.

After the peer review is finalized, OJP's Office of the Chief Financial Officer (OCFO), in consultation with OJJDP, conducts a financial review of all potential discretionary awards and cooperative agreements to evaluate the fiscal integrity and financial capability of applicants, examines proposed costs to determine if the budget and budget narrative accurately explain project costs, and determines whether costs are reasonable, necessary, and allowable under applicable federal cost principles and agency regulations. OCFO also reviews the award document and verifies the OJP Vendor Number.

Absent explicit statutory authorization or written delegation of authority to the contrary, all final grant award decisions will be made by OJP's Assistant Attorney General, who may also give consideration to factors including, but not limited to, underserved populations, strategic priorities, past performance, and available funding when making awards.

Additional Requirements

Successful applicants selected for award must agree to comply with additional applicable requirements prior to receiving grant funding. OJJDP strongly encourages applicants to review the information pertaining to these additional requirements prior to submitting their applications. Additional information for each is available at www.ojp.usdoj.gov/funding/other_requirements.htm.

- Civil Rights Compliance
- Funding to Faith-Based Organizations
- Confidentiality and Human Subjects Protection
- Anti-Lobbying Act
- Financial and Government Audit Requirements
- National Environmental Policy Act (NEPA) Compliance
- DOJ Information Technology Standards
- Single Point of Contact Review
- Non-Supplanting of State and Local Funds
- Criminal Penalty for False Statements

- OJP Financial Guide
- Suspension or Termination of Funding
- Nonprofit Organizations
- For-Profit Organizations
- Government Performance and Results Act (GPRA)
- Rights in Intellectual Property
- Federal Funding Accountability and Transparency Act (FFATA) of 2006.