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

OJJDP FY 2022 Multistate Mentoring Programs Initiative

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Overview

The U.S. Department of Justice (DOJ), Office of Justice Programs (OJP), Office of Juvenile Justice and Delinquency Prevention (OJJDP) is seeking applications for funding for the fiscal year (FY) 2021 Multistate Mentoring Programs Initiative. This program furthers the Department's mission by supporting mentoring programs to reduce juvenile delinquency, drug abuse, victimization, and high-risk behaviors such as truancy.

 This solicitation incorporates the OJP Grant Application Resource Guide by reference. The OJP Grant Application Resource Guide provides guidance to applicants on how to prepare and submit applications to OJP for funding. **If this solicitation expressly modifies any provision in the OJP Grant Application Resource Guide, the applicant is to follow the guidelines in this solicitation as to that provision.**

Solicitation Categories

Competition ID	Category *	Number of Awards	Dollar Amount for Award	Performance Start Date	Performance Duration (Months)
C-OJJDP-2022-00032-PROD	1	6	$1,000,000.00	10/1/22 12:00 AM	36
C-OJJDP-2022-00033-PROD	2	10	$4,000,000.00	10/1/22 12:00 AM	36
C-OJJDP-2022-00034-PROD	3	10	$4,000,000.00	10/1/22 12:00 AM	36

Eligible Applicants:
Other

Other
See "Eligibility Information" Section

All eligible applicants must provide mentoring services to youth who are 17 years old or younger at the time of admission to the program. Applicants can only apply for one category. If an applicant applies for multiple categories, all applications will be denied.

Contact Information

For technical assistance with submitting the Application for Federal Assistance standard form (SF)-424 and the Disclosure of Lobbying Activities form (SF-LLL) in Grants.gov, contact the Grants.gov Customer Support Hotline at 800–518–4726 or 606–545–5035, Grants.gov Customer Support, or support@grants.gov. The Grants.gov Support Hotline operates 24 hours a day, 7 days a week, except on federal holidays.

For technical assistance with submitting the **full application** in DOJ's Justice Grants System (JustGrants), contact the JustGrants Service Desk at 833–872–5175 or JustGrants.Support@usdoj.gov. The JustGrants Service Desk operates 5 a.m. to 9 p.m. eastern time (ET) Monday to Friday and 9 a.m. to 5 p.m. Saturday, Sunday, and federal holidays.

For assistance with any other requirements of this solicitation, contact the OJP Response Center by telephone at 800–851–3420 or TTY: 301–240–6310 (hearing impaired only), or by email at grants@ncjrs.gov. The OJP Response Center hours of operation are 10 a.m. to 6 p.m. ET Monday to Friday, and 10 a.m. to 8 p.m. on the solicitation closing date. General information on applying for OJJDP awards can be found at https://www.ojjdp.gov/funding/funding.html.

For information related to unforeseen technical issues beyond the control of the applicant impacting submission, see "**How to Apply**" section, **Experiencing Unforeseen Technical Issues**.

A solicitation webinar will be held on May 10, 2022 at 2:00 p.m. ET. This call will provide a detailed overview of the solicitation and allow an opportunity for interested applicants to ask questions. Preregistration is required for all participants. Register by clicking on this link and following the instructions. Due to the limited time, OJJDP encourages participants to review the solicitation and submit any questions they may have in advance and no later than May 3, 2022. Submit your questions to grants@ncjrs.gov with the subject as "Questions for OJJDP FY22 Multistate Mentoring Programs Initiative Webinar."

Submission Information
Applications will be submitted to DOJ in two steps:

Step 1: The applicant must submit by the Grants.gov deadline the required Application for Federal Assistance standard form (SF)-424 and a Disclosure of Lobbying Activities (SF-LLL) form when they register in Grants.gov at https://www.grants.gov/web/grants/register.html. To register in Grants.gov, the applicant will need to ensure that its System for Award Management (SAM) registration is current.

Step 2: The applicant must then submit the **full application,** including attachments, in JustGrants at JustGrants.usdoj.gov. To be considered timely, the full application must be submitted in JustGrants by the JustGrants application deadline. OJP encourages applicants to review the "How to Apply" section in the OJP Grant Application Resource Guide and the JustGrants website for more information, resources, and training.

Contents

Program Description

Overview

OJP is committed to advancing work that promotes civil rights and racial equity, increases access to justice, supports crime victims and individuals impacted by the justice system, strengthens community safety and protects the public from crime and evolving threats, and builds trust between law enforcement and the community. This solicitation provides funding for applicant organizations to enhance and expand mentoring services for youth populations that are at risk or high risk for juvenile delinquency, victimization, and juvenile justice system involvement. There are three categories under which organizations can apply, including: Mentoring Organizations (1 state), Mentoring Organizations (2 – 10 states), and Mentoring Organizations (11 – 44 states). See the eligibility section for more information.

Statutory Authority

Any awards under this solicitation would be made under statutory authority provided by a full-year appropriations act for FY 2022. As of the writing of this solicitation, the Department of Justice is operating under a short-term "Continuing Resolution"; no full-year appropriation for the Department has been enacted for FY 2022.

Specific Information

This program supports the implementation and delivery of mentoring services to youth populations that are at risk or high risk for juvenile delinquency, victimization, and juvenile justice system involvement. Mentoring services can be one-on-one, group, peer, or a combination of these types. Applicants must initiate mentoring services to youth who are 17 years old or younger at the time of admission to the program. Mentors must be an adult (age 18 or older), or in cases where peer mentoring models are being implemented, an older peer and under adult supervision. Funding is encouraged to support new mentoring matches, but can also support existing mentoring matches through program completion. However, the applicant must specify the number of new and existing matches to be served during the project period in the required Executive Summary Chart (see Additional Application Components section).

For this solicitation, the target population should include those youth who are at risk or high risk for delinquency or victimization and/or are involved in the juvenile justice system. For this solicitation, OJJDP defines at-risk and high-risk youth as youth who are most likely to become involved in the juvenile justice system because they: possess certain risk factors in key life domain areas (i.e., individual, family, school, community); are already involved in the juvenile justice system; and/or reside in environments that have high rates of parental incarceration, community violence, drug markets, gang concentration, and failing schools.

OJJDP also highly encourages applicants to target mentoring services to underserved populations. For this solicitation, OJJDP defines underserved youth as those who demonstrate need but have not participated in mentoring services due to a; shortage of screened and trained mentors; special physical or mental challenges; having an incarcerated parent; having a parent in the military, including a deployed parent; residing in a detention or correctional facility; being a Tribal member; being lesbian, gay, bisexual, transgender, or questioning; or other analogous barriers to accessing mentors.

Funds may not be used to deliver training and technical assistance (TTA) as part of the proposed project. OJJDP supports the National Mentoring Resource Center (NMRC) to provide TTA to all OJJDP-funded grantees, including implementation of the National Quality Mentoring System. OJJDP expects funded mentoring organizations to work with NMRC in identifying and receiving TTA. Lead grantee organizations are expected to monitor subgrantee implementation of the specific mentoring program model funded in the application to ensure subgrantee adherence to the model curriculum and specifications.

This solicitation has three separate categories of funding that organizations can apply for based on their eligibility. The following highlights the different funding categories:

Category 1: Mentoring Organizations (1 state). For Category 1, applicants should address the following items in their application:

- Describe how they intend to expand existing mentoring services to an additional state or jurisdiction within the state where they are already providing mentoring services.
- Describe how they will target mentoring services to underserved populations as described above.
- Explain how their mentoring model will directly address the impact of bullying (including cyberbullying) on the youth served in their programs.
- Address how the program will promote family engagement as part of the program design or approach.

Category 2: Mentoring Organizations (2 to 10 states). For Category 2, applicants should address the following items in their application:

- **Broadest reach.** Address how the proposed existing mentoring approach will reach a diverse and broad population of youth. OJJDP will consider the following factors in this determination: number of <u>states</u> where the applicant organization can show a history of providing mentoring services through subawards, number of <u>states</u> where the applicant organization proposes to use the awarded grant funds to provide mentoring services, number of <u>program sites</u> where the applicant organization can demonstrate a history of providing mentoring services through subawards, number of <u>program sites</u> where the applicant organization proposes to use the awarded grant funds to provide mentoring services, number of youth served, number of mentors recruited, and diversity (including racial and ethnic diversity) in the youth being served. The range of funding for this category is from $1 million to $4 million, and the final recommended funding amount will be based on the availability of federal funding and the demonstration of broadest reach as described above.
- Describe how they will target mentoring services to underserved populations as described above.
- Explain how the proposed mentoring model will directly address the impact of bullying (including cyberbullying) on the youth served in their programs.
- Address how the program will promote family engagement as part of the program design or approach.

Category 3: Mentoring Organizations (11 to 44 states). For Category 3, applicants should address the following items in their application:

- Broadest reach. Address how the proposed existing mentoring approach will reach a diverse and broad population of youth. OJJDP will consider the following factors in this determination: number of states where the applicant organization can show a history of providing mentoring services through subawards, number of states where the applicant organization proposes to use the awarded grant funds to provide mentoring services, number of program sites where the applicant organization can demonstrate a history of providing mentoring services through subawards, number of program sites where the applicant organization proposes to use the awarded grant funds to provide mentoring services, number of youth served, number of mentors recruited, and diversity (including racial and ethnic diversity) in the youth being served. The range of funding for this category is from $2 million to $4 million, and the final recommended funding amount will be based on the availability of federal funding and the demonstration of broadest reach as described above.
- Describe how they will target mentoring services to underserved populations as described above.
- Explain how the proposed mentoring model will directly address the impact of bullying (including cyberbullying) on the youth served in their programs.
- Address how the program will promote family engagement as part of the program design or approach.

For all three categories, applicants are expected to submit the following items as separate attachments in Just Grants as part of their application (see also Additional Application Components section):

- A fully executed "Executive Summary Chart" that indicates that number of states and sites where the program currently exists and where program services will be implemented with federal funds as a part of this application.
- A fully executed Mentoring Program Profile document (see Appendix B).
- A "Mentoring Organizational History" that demonstrates the timeframe that the organization has been in operation and providing mentoring services.
- A"Program Model Overview" that describes the program and documents the name and key components of the mentoring program model (i.e., principles/tenets of the program model, mentoring type, expected location, etc.).

Goals, Objectives, Deliverables, and Timeline

Goals

The program's goal is to improve outcomes (such as improved academic performance and reduced school dropout rates) for at-risk and high-risk youth, and reduce negative outcomes (including juvenile delinquency, substance use, and gang participation) through youth mentoring.

Objectives

OJJDP has identified the following specific program objectives:

- Increase or expand reach to the number of at-risk or high-risk youth receiving mentoring services.

- Increase or maintain the number of screened and well-trained mentors, with an emphasis on ensuring the mentors selected reflect the youth they serve.

Develop and implement program design enhancements that align with research and evidence on effective mentoring approaches.

Deliverables

- Provide high-quality mentoring services that meet the needs associated with the target population(s) and that will reduce delinquency or other problem behaviors in at-risk youth. Applicants under all categories should identify the proposed target population(s) and explain how the proposed mentoring approach will appropriately respond to their unique needs in a way that is likely to promote positive outcomes.

- Implement program enhancements for the existing mentoring program in one or more of the six core practice areas listed in the Elements of Effective Practice for Mentoring, 4th edition (http://www.mentoring.org/images/uploads/Final_Elements_Publication_Fourth.pdf), as highlighted on OJJDP's National Mentoring Resource Center website.
- Incorporate family engagement as part of the program design or approach.

- Program sites should include in their application a plan for how the proposed project will ensure diversity, equity and inclusion for mentors and youth regardless of their racial or ethnic group; religion; socioeconomic status; gender; or other characteristics historically linked to discrimination or exclusion.

The Goals, Objectives, and Deliverables are directly related to the performance measures that show the completed work's results, as discussed under the Application and Submission Information section. Quantitative information provided under Objectives (such as number of youth served, number of mentors recruited, etc.) must match numbers listed in Appendix B: Mentoring Program Profile.

Evidence-Based Programs or Practices

OJP strongly encourages the use of data and evidence in policymaking and program development for criminal justice, juvenile justice, and crime victim services. For additional information and resources on evidence-based programs or practices, see the OJP Grant Application Resource Guide.

Information Regarding Potential Evaluation of Programs and Activities

OJP may conduct or support an evaluation of the programs and activities funded under this solicitation. For additional information, see the OJP Grant Application Resource Guide section entitled "Information Regarding Potential Evaluation of Programs and Activities."

OJP Priority Areas

The Department of Justice is committed to advancing work that promotes civil rights and racial equity, increases access to justice, supports crime victims and individuals impacted by the justice system, strengthens community safety and protects the public from crime and evolving threats, and builds trust between law enforcement and the community.

1. Priority Considerations Supporting Executive Order 13985, Advancing Racial Equity and Support for Underserved Communities Through the Federal Government

Consistent with this Executive Order, the term "underserved community" refers to a population sharing a particular characteristic, as well as a geographic community, that has been systematically denied a full opportunity to participate in aspects of economic, social, and civic life or whose members have been historically underserved, marginalized, and adversely affected by inequality. Such communities include, among others, Black people, Hispanics and Latino/a/e people, Native American and other Indigenous peoples of North America (including Alaska Natives, Eskimos, and Aleuts), Asian Americans, Native Hawaiians, and Pacific Islanders.

In support of Executive Order 13985, OJP will:

A. Give priority consideration to applications that include project(s) that will promote racial equity and the removal of barriers to access and opportunity for communities that have been historically underserved, marginalized, and adversely affected by inequality, when making award decisions.

To receive this consideration, the applicant must describe how the proposed project(s) will address potential inequities and barriers to equal opportunity, and/or contribute to greater access to services for underserved and historically marginalized populations.

B. Give priority consideration to applicants that can demonstrate that their capabilities and competencies for implementing their proposed project(s) are enhanced because the applicant (or at least one proposed subrecipient that will receive at least 30% of the requested award funding, as demonstrated in the Budget Worksheet and Budget Narrative) identifies as a culturally specific organization. To receive this additional priority consideration, applicants must describe how being a culturally specific organization (or funding the culturally specific subrecipient organization(s)) will enhance their ability to implement the proposed project(s) and should also specify which culturally specific populations are intended

or expected to be served or to have their needs addressed under the proposed project(s).

Culturally specific organizations are defined for purposes of this solicitation as private nonprofit or Tribal organizations whose primary purpose as a whole is to provide culturally specific services to, among others, Black people, Hispanics and Latino/a/e people, Native American and other Indigenous peoples of North America (including Alaska Natives, Eskimos, and Aleuts), Asian Americans, Native Hawaiians, and/or Pacific Islanders.

Note: Addressing these priority areas is one of many factors that OJP considers in making funding decisions. Receiving priority consideration for one or more priority areas is not a guarantee of an award.

Federal Award Information

Solicitation Categories

Competition ID	Category *	Number of Awards	Dollar Amount for Award	Performance Start Date	Performance Duration (Months)
C-OJJDP-2022-00032-PROD	1	6	$1,000,000.00	10/1/22 12:00 AM	36
C-OJJDP-2022-00033-PROD	2	10	$4,000,000.00	10/1/22 12:00 AM	36
C-OJJDP-2022-00034-PROD	3	10	$4,000,000.00	10/1/22 12:00 AM	36

Awards, Amounts and Durations

Period of Performance Start Date
10/1/22 12:00 AM

Period of Performance Duration (Months)
36

Anticipated Total Amount to be Awarded Under Solicitation
$9,000,000.00

Availability of Funds

This solicitation, and awards (if any are made) under this solicitation, are subject to the availability of appropriated funds and to any modifications or additional requirements that may be imposed by the agency or by law. In addition, nothing in this solicitation is intended to, and does not, create any right or benefit, substantive or procedural, enforceable at law or in equity by any party against the United States, its departments, agencies, or entities, its officers, employees, or agents, or any other person.

Based on the availability of funding, OJJDP may request that an applicant selected for funding reduce their proposed budget. If funding is reduced, OJJDP will work with a successful grantee to adjust the proposed number of states where funding will be used as well as the number of mentors to be recruited and mentees to be served.

Types of Awards

OJJDP expects to make awards under this solicitation as grants. See the "Administrative, National Policy, and Other Legal

Requirements" section of the [OJP Grant Application Resource Guide](#) for a brief discussion of important statutes, regulations, and award conditions that apply to many (or in some cases, all) OJP grants.

Financial Management and System of Internal Controls

Award recipients and subrecipients (including recipients or subrecipients that are pass-through entities) must, as described in the Part 200 Uniform Requirements as set out at 2 C.F.R. 200.303, comply with standards for financial and program management. See the [OJP Grant Application Resource Guide](#) for additional information.

Cost Sharing or Matching Requirement

This solicitation does not require a match.

Pre-agreement Costs (also known as Pre-award Costs)

See the [OJP Grant Application Resource Guide](#) information on Pre-agreement Costs (also known as Pre-award Costs).

Limitation on Use of Award Funds for Employee Compensation: Waiver

See the [OJP Grant Application Resource Guide](#) information on the Limitation on Use of Award Funds for Employee Compensation; Waiver.

Prior Approval, Planning, and Reporting of Conference/Meeting/Training Costs

See the [OJP Grant Application Resource Guide](#) for information on Prior Approval, Planning, and Reporting of Conference/Meeting/Training Costs.

Costs Associated with Language Assistance (if applicable)

See the [OJP Grant Application Resource Guide](#) for information on Costs Associated with Language Assistance.

Program Income

Program income means gross income earned by the nonfederal entity that is directly generated by a supported activity or earned as a result of the federal award during the period of performance. See 2.C.F.R. § 200.80 (definition of "Program Income"). Program Income is NOT an allowable cost per this solicitation.

Food and Entertainment Costs

Entertainment, including amusement, diversion, social activities, and any associated costs (i.e., tickets to shows or sports events, meals, lodging, rentals, transportation, and gratuities) are unallowable. Certain exceptions may apply when such costs have a programmatic purpose and have been approved by the awarding agency. [See Section 3.13 of the DOJ Financial Guide](#).

Eligibility Information

Category 1: Mentoring Organizations (1 state)

Eligible entities are those mentoring organizations that have been in existence for at least 3 years and are currently delivering a structured, standalone mentoring program (i.e., "program x") in 1 state. Applicants must submit a separate attachment labeled "Program Model Overview" to demonstrate the existence of this standalone mentoring program.

As part of the funded program, the primary applicant must either propose to expand the existing mentoring

program to 1 additional state OR 1 additional jurisdiction within the state where they are already providing mentoring services.

The primary applicant must be the "headquarters" office of the mentoring organization. The primary applicant may deliver services through affiliate or partner subawards; however, the proposed subawardees must implement the same mentoring program (i.e., "program x") as the primary applicant.

Category 2: Mentoring Organizations (2 to 10 states)

Eligible entities are those mentoring organizations that have been in existence for at least 3 years and are currently delivering a structured, standalone mentoring program (i.e., "program x") in 2 to 10 states. Applicants must submit a separate attachment labeled "Program Model Overview" to demonstrate the existence of this standalone mentoring program.

The primary applicant must be the "headquarters" office of the mentoring organization. The primary applicant may deliver services through affiliate or partner subawards; however, the proposed subawardees must implement the same mentoring program (i.e., "program x") as the primary applicant.

For the purposes of this category, a primary applicant that forms a partnership with one or more organizations that are delivering different mentoring program models for the purposes of meeting the multistate requirement is not eligible to apply.

Category 3: Mentoring Organizations (11 to 44 states)

Eligible entities are those mentoring organizations that have been in existence for at least 3 years and are currently delivering a structured, standalone mentoring program (i.e., "program x") in 11 to 44 states. Applicants must submit a separate attachment labeled "Program Model Overview" to demonstrate the existence of this standalone mentoring program.

The primary applicant must be the "headquarters" office of the mentoring organization. The primary applicant may deliver services through affiliate or partner subawards; however, the proposed subawardees must implement the same mentoring program (i.e., "program x") as the primary applicant.

For the purposes of this category, a primary applicant that forms a partnership with one or more organizations that are delivering different mentoring program models for the purposes of meeting the multistate requirement is not eligible to apply.

All recipients and subrecipients (including any for-profit organization) must forgo any profit or management fee.

To advance Executive Order 13929 Safe Policing for Safe Communities, the Attorney General determined that all state, local, and university or college law enforcement agencies must be certified by an approved independent credentialing body or have started the certification process, to be eligible for FY 2022 DOJ discretionary grant funding. To become certified, the law enforcement agency must meet two mandatory conditions: (1) the agency's use-of-force policies adhere to all applicable federal, state, and local laws and (2) the agency's use-of-force policies prohibit chokeholds except in situations where use of deadly force is allowed by law. The certification requirement also applies to law enforcement agencies receiving DOJ discretionary grant funding through a subaward. For detailed information on this certification requirement, please visit https://cops.usdoj.gov/SafePolicingEO to access the Standards for Certification on Safe Policing for Safe Communities, the Implementation Fact Sheet, and the List of Designated Independent Credentialing Bodies.

For information on cost sharing or match requirements, see the "Federal Award Information" section.

Application and Submission Information

The following application elements **must** be included in the application to meet the basic minimum requirements to advance to peer review and receive consideration for funding:

- Proposal Abstract

- Proposal Narrative
- Budget Worksheet and Budget Narrative (Web-based Form) (The web-based form includes the budget details and the budget narrative.)
- Executive Summary Chart (see required format below in Additional Application Components section)

See the "Application Elements and Formatting Instructions" section of the OJP Grant Application Resource Guide for information on what happens to an application that does not contain all the specified elements or is nonresponsive to the scope of the solicitation.

Information to Complete the Application for Federal Assistance (SF-424)

The SF-424 must be submitted in Grants.gov. The SF-424 is a required standard form used as a cover sheet for submission of pre-applications, applications, and related information. See the OJP Grant Application Resource Guide for additional information on completing the SF-424.

In Section 8F. of the SF-424, please include the name and contact information of the individual **who will complete the application in JustGrants**. JustGrants will use this information *(email address)* to assign the application to this user in JustGrants.

Intergovernmental Review: This solicitation ("funding opportunity") is subject to Executive Order 12372. An applicant may find the names and addresses of State Single Points of Contact (SPOCs) at the following website: https://www.whitehouse.gov/wp-content/uploads/2020/04/SPOC-4-13-20.pdf. If the applicant's State appears on the SPOC list, the applicant must contact its SPOC to find out about, and comply with, the State's process under E.O. 12372. In completing the SF-424, an applicant whose State appears on the SPOC list is to make the appropriate selection in response to question 19, once the applicant has complied with its State E.O. 12372 process. (An applicant whose State does not appear on the SPOC list should answer question 19 by selecting the response that the: "Program is subject to E.O. 12372 but has not been selected by the State for review.").

Standard Applicant Information (JustGrants 424 and General Agency Information)

The Standard Applicant Information section of the JustGrants application is pre-populated with the SF-424 data submitted in Grants.gov. The applicant will need to review the Standard Applicant Information in JustGrants and make edits as needed. Within this section, the applicant will need to: add ZIP Codes for areas affected by the project; confirm its Authorized Representative; and verify and confirm the organization's unique entity identifier, legal name, and address.

Proposal Abstract

A proposal abstract (no more than 400 words) summarizing the proposed project, including the purpose of the project, primary activities, expected outcomes, the service area, intended beneficiaries and subrecipients (if known), will be completed in the JustGrants web-based form. This abstract should be written in the third person and will be made publicly available on the OJP website if the project is awarded.

Proposal Narrative

The proposal narrative should be submitted as an attachment in JustGrants. The attached document should be double-spaced, using a standard 12-point font; have no less than 1-inch margins; and should not exceed 30 pages. Pages should be numbered and submitted as an attachment. If the proposal narrative fails to comply with these length restrictions, OJJDP may consider such noncompliance in peer review and in final award decision.

The following sections must be included as part of the proposal narrative:

a. Description of the Issue

Applicants should briefly describe the nature and scope of the problem that the program will address (e.g., juvenile crime, gang activity, underage drinking, drug abuse, truancy, youth employment, school performance, etc.). The applicant should use data 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. Any data or research referenced in the narrative should include information about the source of the data and/or a citation. Applicants should describe the target population and 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 their understanding of its causes and potential solutions. While OJJDP expects applicants to review the research literature for relevant studies, they should also explore whether unpublished local sources of research or evaluation data are available.

b. Project Design and Implementation

Applicants should detail how the project will operate throughout the funding period and describe how they will complete the deliverables stated in the Goals, Objectives, and Deliverables section. In this section, applicants should describe the proposed mentoring model to be implemented and include documentation substantiating the specific model as an

attachment in JustGrants. Please note: all program numbers mentioned in this section should match those listed in the Mentoring Program Profile. OJJDP encourages applicants to select evidence-based practices for their programs. This section should also include details regarding any leveraged resources (cash or in-kind) from local sources to support the project and discuss plans for sustainability beyond the grant period.

If the applicant is seeking priority consideration for Priority 1(A), it should address in this section how the proposed project (s) will promote racial equity and/or the removal of barriers to access and opportunity, and/or contribute to greater access to services, for communities that have been historically underserved, marginalized, and adversely affected by inequality.

c. Capabilities and Competencies

This section should describe the experience and capability of the applicant organization and any contractors or subgrantees that the applicant will use to implement and manage this effort and its associated federal funding, highlighting any previous experience implementing projects of similar design or magnitude. Applicants should highlight their experience/capability/capacity to manage subawards, including details on their system for fiscal accountability. Management and staffing patterns should be clearly connected to the project design described in the previous section. Applicants should describe the roles and responsibilities of project staff and explain the program's organizational structure and operations. Applicants should include a copy of an organizational chart showing how the organization operates, including who manages the finances; how the organization manages subawards, if there are any; and the management of the project proposed for funding.

Applicants should describe:

- How they meet each of the qualifications outlined under the Eligibility section for the category under which they are applying.
- Their experience providing mentoring practices (informed by the research) of a similar scope and scale.
- The existing methods and processes that they will use to monitor subgrantee implementation of the specific mentoring model in accordance with model specifications.

If the applicant is seeking priority consideration under Priority 1(B), it should describe within this section how being a culturally specific organization (or funding a culturally specific subrecipient organization at a minimum of 30% of the project budget) will enhance its ability to implement the proposed project(s) and should also specify which culturally specific populations are intended or expected to be served or have their needs addressed under the proposed project(s).

d. Plan for Collecting the Data Required for this Solicitation's Performance Measures

Describe the process for measuring project performance. Identify who will collect the data, who is responsible for performance measurements, and how the information will be used to guide and evaluate the impact of the project. Describe the process that will be used to accurately report data.

Note: Applicants are **not** required to submit performance data with the application. Rather, performance measure information is included as an alert that successful applicants will be required to submit performance data as part of each award's reporting requirements.

OJP will require each successful applicant to submit regular performance data that show the completed work's results. The performance data directly relate to the goals, objectives, and deliverables identified in the "Goals, Objectives, and Deliverables" discussion. Applicants can visit OJP's performance measurement page at www.ojp.gov/performance for an overview of performance measurement activities at OJP.

A list of performance measure questions for this program can be found at
https://ojjdp.ojp.gov/funding/grant-performance-measurement/fy-2022-performance-measures.

Applicants can also visit OJP's performance measurement page at www.ojp.gov/performance for an overview of performance measurement activities at OJP.

OJJDP will require award recipients to submit performance measure data and performance reports in JustGrants. OJJDP will provide further guidance on the post-award submission process, if selected for award.

Note on Project Evaluations
Research and/or evaluation activities are not supported under this program. Any costs associated with such activities will be disallowed. Project evaluations that are intended only to generate internal improvements to a program or service, or are conducted only to meet OJP's performance measure data reporting requirements, likely do not constitute "research." Please see link for further information about what constitutes research and evaluation.

Goals, Objectives, Deliverables, and Timeline

The applicant will submit the program's goals, objectives, deliverables, and timeline in the JustGrants web-based form.

Budget and Associated Documentation

Budget Worksheet and Budget Narrative (Web-based Form)

The applicant will complete the JustGrants web-based budget form. See the OJP Grant Application Resource Guide for additional information.

Applicants should budget funds to support as many as two staff to travel once each year of the project to participate in a 2-day training/meeting, as OJJDP directs. This includes an in-person new grantee orientation meeting during the first year of the project period. Applicants should budget approximately $2,000 per person to attend the meetings and record this as part of the travel line item in the budget. The Office of the Chief Financial Officer requires cost calculations for all line items in your budget, including this required travel. The cost breakdown should include airfare, per diem rate, lodging, number of travelers, number of days, etc. (for example, 2 people x airline ticket ($500) = $1,000, 2 people x 2 travel days x per diem (75% x $76/day) = $228, 2 people x lodging ($251) x 2 nights = $1,004). Use U.S. General Services Administration per diem rates.

If the applicant is seeking priority consideration under Priority 1(B) based on the identification of at least one proposed subrecipient as a culturally specific organization, the proposed funding for the subrecipient in the web-based budget form **must be a minimum of 30% of award funding.**

The budget narrative must also describe how the activities that will be funded with the (minimum) 30% of award funding provided to the subrecipient **specifically relate to the priority consideration requested under Priority 1(B)** and described in the Capabilities and Competencies section of the application.

Indirect Cost Rate Agreement (if applicable)

The applicant will submit its indirect cost rate agreement by uploading it as an attachment in JustGrants. See the OJP Grant Application Resource Guide for additional information.

Financial Management Questionnaire (including applicant disclosure of high-risk status)

The applicant will download the questionnaire, complete it, and submit it by uploading it as an attachment in JustGrants. See the OJP Grant Application Resource Guide for the link to the questionnaire and additional information.

Disclosure of Process Related to Executive Compensation

This solicitation expressly modifies the OJP Grant Application Resource Guide by not incorporating its "Disclosure of Process Related to Executive Compensation" provisions. Applicants to this solicitation are not required to provide this disclosure.

Additional Application Components

Tribal Authorizing Resolution

An application in response to this solicitation may require inclusion of Tribal authorizing documentation as an attachment. If applicable, the applicant will submit the tribal authorizing documentation by uploading it as an attachment in JustGrants. See the OJP Grant Application Resource Guide for additional information.

Research and Evaluation Independence and Integrity Statement

Research and/or evaluation activities are not supported under this program. Any costs associated with such activities will be disallowed. Project evaluations that are intended only to generate internal improvements to a program or service, or are conducted only to meet OJP's performance measure data reporting requirements, likely do not constitute "research." Please see link for further information about what constitutes research and evaluation.

Executive Summary Chart

The following chart lists data for each category that are deemed critical application elements and that are to be submitted with the application as a separate attachment in the form of a chart labeled "Executive Summary Chart."

List of active chapters or subawardees that are a part of the organization at the time of application and the states where they are located.	List of active chapters or subawardees that will be funded through this grant application and the states where they are located.	Number of youth to be served with grant funds. Include number of new mentees and number of continued mentees.	Number of mentors to be recruited and maintained with grant funds.
		Example: 100/200	Example: 50/200

Timeline

Applicants should submit a realistic timeline or milestone chart that indicates major tasks associated with the goals and objectives of the project, 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" here). Applicants should submit the timeline as a separate attachment, as stipulated in Additional Application Components. On receipt of an award, the recipient may revise the timeline, based on training and technical assistance that OJJDP will provide.

Job descriptions

Job descriptions outlining roles and responsibilities for all key positions.

Mentoring Program Profile

See Appendix B

Mentoring organizational history

This separate attachment includes information that demonstrates the timeframe that the organization has been in operation and providing mentoring services.

Program Model Overview

This separate attachment describes the program and documents the name and key components of the mentoring program model (i.e., principles/tenets of the program model, mentoring type, expected location, etc.).
the name and key components of the mentoring program model (i.e., principles/tenets of the program model, mentoring type, expected location, etc.).

Disclosures and Assurances

The applicant will address the following disclosures and assurances.

Disclosure of Lobbying Activities

Complete and submit the SF-LLL in Grants.gov. See the OJP Grant Application Resource Guide for additional information.

DOJ Certified Standard Assurances

Review and accept the DOJ Certified Standard Assurances in JustGrants. See the OJP Grant Application Resource Guide for additional information.

Applicant Disclosure of Duplication in Cost Items

Complete the JustGrants web-based Applicant Disclosure of Duplication in Cost Items form. See the OJP Grant Application Resource Guide for additional information.

DOJ Certifications Regarding Lobbying; Debarment, Suspension and Other Responsibility Matters; and Drug-Free Workplace Requirements

Review and accept the DOJ Certified Certifications Regarding Lobbying; Debarment, Suspension and Other Responsibility Matters; Drug-Free Workplace Requirements; Law Enforcement and Community Policing in JustGrants. See the OJP Grant Application Resource Guide for additional information.

Applicant Disclosure and Justification – DOJ High-Risk Grantees (if applicable)

If applicable, submit the DOJ High-Risk Disclosure and Justification as an attachment in JustGrants. A DOJ high-risk grantee is an award recipient that has received a DOJ high-risk designation based on a documented history of unsatisfactory performance, financial instability, management system or other internal control deficiencies, or noncompliance with award terms and conditions on prior awards, or is otherwise not responsible. See the OJP Grant Application Resource Guide for additional information.

How to Apply

Step 1: The applicant must submit the **SF-424** and **SF-LLL** in Grants.gov at https://www.grants.gov/web/grants/register.html.

Step 2: The applicant must then submit the **full application,** including attachments, in JustGrants in JustGrants.usdoj.gov.

For additional information, see the "How to Apply" section in the OJP Grant Application Resource Guide and the DOJ Application Submission Checklist.

Submission Dates and Time

The **SF-424 and the SF-LLL** must be submitted in Grants.gov by 11:59 p.m. Eastern Time on May 25, 2022.

The **full application** must be submitted in JustGrants by 8:59 p.m. Eastern Time on June 8, 2022.

OJP urges applicants to submit their Grants.gov and JustGrants submissions prior to the due dates to allow sufficient time to correct errors and resubmit by the submission deadlines if a rejection notification is received. To be considered timely, the **full application** must be submitted in JustGrants by the JustGrants application deadline.

Experiencing Unforeseen Technical Issues

An applicant that experiences unforeseen SAM.gov, Grants.gov, or JustGrants technical issues beyond its control that prevent application submission by the deadline must demonstrate all efforts in requesting technical support in order to submit an application by the deadline. Technical support is available via phone and email to the applicable SAM.gov, Grants.gov, or JustGrants support centers or service desks in which an applicant received a ticket number for resolution. If an applicant misses a deadline due to unforeseen technical difficulties, the applicant may request a waiver to submit an application after the deadline. *Note: If an applicant does not submit all of the required Grants.gov forms by the Grants.gov deadline, the applicant will not be able to proceed to the JustGrants portion of the application process.*

An applicant experiencing technical difficulties with the following systems must contact the associated support desk indicated below to report the technical issue and receive a tracking number:

- Grants.gov - contact the Grants.gov Customer Support Hotline
- SAM.gov - contact the SAM Help Desk (Federal Service Desk)
- JustGrants - contact the JustGrants Support Desk at JustGrants.Support@usdoj.gov or 833–872–5175

Applicants requesting a waiver to submit a late application must document their request for technical assistance in an email to the OJP Response Center at grants@ncjrs.gov **within 24 hours after the application deadline** to request approval to submit its application after the deadline. If an applicant has technical issues with Grants.gov, the applicant must contact the OJP Response Center within 24 hours of the Grants.gov deadline to request approval to submit after the deadline. However, waiver requests will not be reviewed until after the JustGrants deadline to allow time for all waivers to be submitted. Waiver requests to submit after the submission deadline must:

- Describe the technical difficulties experienced.
  Include a timeline of the applicant's submission efforts (e.g., what date and time did the error occur, what date and

time was action taken to resolve the issue and resubmit, and what date and time did support representatives respond).
- Include an attachment(s) of the complete grant application and all required documentation and material.
- Include the applicant's Unique Entity Identifier (UEI) any applicable SAM.gov tracking number(s), Grants.gov Help Desk, and JustGrants Support Desk Ticket Numbers.

OJP will review each request for late submission and required supporting documentation and notify the applicant whether the request has been approved or denied. For more details on the waiver process, OJP encourages applicants to review the "Experiencing Unforeseen Technical Issues" section in the OJP Grant Application Resource Guide.

Application Review Information

Review Criteria

Applications that meet the basic minimum requirements will be evaluated by peer reviewers. Applications will be evaluated on how the proposed project/program addresses the following criteria:

1. Description of the Issue (15%) – evaluate the applicant's understanding of the program/issue to be addressed.

2. Project Design and Implementation (35%) – evaluate the adequacy of the proposal, including the goals, objectives, timelines, milestones, and deliverables.

3. Capabilities and Competencies (35%) – evaluate the applicant's administrative and technical capacity to successfully accomplish the goals and objectives.

4. Plan for Collecting the Data Required for This Solicitation's Performance Measures (10%) – evaluate the applicant's understanding of the performance data reporting requirements and the plan for collecting the required data.

5. Budget (5%) – evaluate for completeness, cost effectiveness, and allowability (e.g., reasonable, allocable, and necessary for project activities).

Other Review Criteria/Factors

Other important considerations for OJJDP include geographic diversity, strategic priorities (specifically including, but not limited to, those mentioned above relating to priority areas), available funding, broadest reach, past performance, and the extent to which the Budget Worksheet and Budget Narrative (Web-based form) accurately explain project costs that are reasonable, necessary, and otherwise allowable under federal law and applicable federal cost principles.

Review Process

Applications submitted under this solicitation that meet the basic minimum requirements will be evaluated for technical merit by a peer review panel(s) in accordance with OJP peer review policy and procedures using the review criteria listed above.

OJP screens applications to ensure they meet the basic minimum requirements prior to conducting the peer review. Although specific requirements may vary, the following are common requirements applicable to all OJP solicitations:

- The application must be submitted by an eligible type of applicant.
- The application must request funding within programmatic funding constraints (if applicable).
- The application must be responsive to the scope of the solicitation.
- The application must include all items necessary to meet the basic minimum requirements.

Pursuant to the Part 200 Uniform Requirements, before award decisions are made, OJP also reviews information related to the degree of risk posed by the applicant. Among other things to help assess whether an applicant with one or more prior federal awards has a satisfactory record with respect to performance, integrity, and business ethics, OJP checks whether the applicant is listed in SAM as excluded from receiving a federal award.

In addition, if OJP anticipates that an award will exceed $250,000 in federal funds, OJP also must review and consider any information about the applicant that appears in the nonpublic segment of the integrity and performance system accessible through SAM (currently, the Federal Awardee Performance and Integrity Information System, FAPIIS).

Important note on FAPIIS: An applicant may review and comment on any information about itself that currently appears in FAPIIS and was entered by a federal awarding agency. OJP will consider such comments by the applicant, in addition to the other information in FAPIIS, in its assessment of the risk posed by the applicant.

Absent explicit statutory authorization or written delegation of authority to the contrary, all final award decisions will be made by the Assistant Attorney General, who may consider not only peer review ratings and OJJDP recommendations, but also other factors as indicated in this section.

Federal Award Administration Information

Federal Award Notices

See the OJP Grant Application Resource Guide for information on award notifications and instructions.

Administrative, National Policy, and Other Legal Requirements

If selected for funding, in addition to implementing the funded project consistent with the OJP-approved application, the recipient must comply with all award conditions and all applicable requirements of federal statutes and regulations, including the applicable requirements referred to in the assurances and certifications executed in connection with award acceptance. For additional information on these legal requirements, see the "Administrative, National Policy, and Other Legal Requirements" section in the OJP Grant Application Resource Guide.

Information Technology (IT) Security Clauses

An application in response to this solicitation may require inclusion of information related to information technology security. See the OJP Grant Application Resource Guide for information on information technology security.

General Information about Post-Federal Award Reporting Requirements

In addition to the deliverables described in the "Program Description" section, all award recipients under this solicitation will be required to submit certain reports and data.

Required reports. Award recipients typically must submit quarterly financial reports, semi-annual performance reports, final financial and performance reports, and, if applicable, an annual audit report in accordance with the Part 200 Uniform Requirements or specific award conditions. Future awards and fund drawdowns may be withheld if reports are delinquent. (In appropriate cases, OJP may require additional reports.)

See the OJP Grant Application Resource Guide for additional information on specific post-award reporting requirements, including performance measure data.

Federal Awarding Agency Contact(s)

For OJP contact(s), see the solicitation cover page.

For contact information for Grants.gov, see the solicitation cover page.

For contact information for JustGrants, see the solicitation cover page.

Other Information

Freedom of Information and Privacy Act (5 U.S.C. 552 and 5 U.S.C. 552a)

See the OJP Grant Application Resource Guide for information on the Freedom of Information and Privacy Act (5 U.S.C. 552 and 5 U.S.C. 552a).

Provide Feedback to OJP

See the OJP Grant Application Resource Guide for information on how to provide feedback to OJP.

Performance Measures

A list of performance measure questions for this program can be found at https://ojjdp.ojp.gov/funding/grant-performance-measurement/fy-2022-performance-measures.

Application Checklist

OJJDP FY 2022 Multistate Mentoring Programs Initiative

This application checklist has been created as an aid in developing an application. The DOJ Application Submission Checklist is another resource.

What an Applicant Must Do:

Prior to registering in Grants.gov:

- Confirm your Entity's System Award Management (SAM) Registration Information (see OJP Grant Application Resource Guide)

To register in Grants.gov:

- Acquire an AOR and a Grants.gov username and password (see OJP Grant Application Resource Guide)
- Acquire AOR confirmation from the E-Business Point of Contact (E-Biz POC) (see OJP Grant Application Resource Guide)

To find the funding opportunity:

- Search for the funding opportunity in Grants.gov using the opportunity number, Assistance Listing or keyword(s)
- Select the correct Competition ID
- Access the funding opportunity and application package (see Step 7 in the OJP Grant Application Resource Guide)
- Sign up for Grants.gov email notifications (optional) (see OJP Grant Application Resource Guide)
- Read Important Notice: Applying for Grants in Grants.gov
- Read OJP policy and guidance on conference approval, planning, and reporting available at ojp.gov/financialguide/DOJ/PostawardRequirements/chapter3.10a.htm (see OJP Grant Application Resource Guide

Overview of Post-Award Legal Requirements:

- Review the "Overview of Legal Requirements Generally Applicable to OJP Grants and Cooperative Agreements - FY 2022 Awards" in the OJP Funding Resource Center.

Review Scope Requirement:

- Category 1: Mentoring Organizations (1 state): The federal amount requested is within the allowable limits of $1 million.
- Category 2: Mentoring Organizations (2 to 10 states): The federal amount requested is within the allowable limits of $1 to $4 million based on demonstration of broadest reach.
- Category 3: Mentoring Organizations (11 to 44 states): The federal amount requested is within the allowable limits of $2 to $4 million based on demonstration of broadest reach.

Review Eligibility Requirement:

Category 1: Mentoring Organizations (1 state)

- Eligible entities are those mentoring organizations that have been in existence for at least 3 years and directly deliver a structured, standalone mentoring program (i.e., "program x") in 1 state.
- As part of the funded program, the primary applicant must either propose to expand the existing mentoring program to 1 additional state OR 1 additional jurisdiction within the state where they are already providing mentoring services.
- The primary applicant may deliver services through affiliate or partner subawards; however, the proposed subawardees must implement the same mentoring program (i.e., "program x") as the primary applicant.

Category 2: Mentoring Organizations (2 to 10 states)

- Eligible entities are those mentoring organizations that have been in existence for at least 3 years and are currently delivering a structured, standalone mentoring program (i.e., "program x") in 2 to 10 states.
- The primary applicant must be the "headquarters" office of the mentoring organization. The primary applicant may deliver services through affiliate or partner subawards; however, the proposed subawardees must implement the same mentoring program (i.e., "program x") as the primary applicant.
- For the purposes of this category, a primary applicant that forms a partnership with one or more organizations that are delivering different mentoring program models for the purposes of meeting the multistate requirement is not eligible to apply.

Category 3: Mentoring Organizations (11 to 44 states)

- Eligible entities are those mentoring organizations that have been in existence for at least 3 years and are currently delivering a structured, standalone mentoring program (i.e., "program x") in 11 to 44 states.
- The primary applicant must be the "headquarters" office of the mentoring organization. The primary applicant may deliver services through affiliate or partner subawards; however, the proposed subawardees must implement the same mentoring program (i.e., "program x") as the primary applicant.
- For the purposes of this category, a primary applicant that forms a partnership with one or more organizations that are delivering different mentoring program models for the purposes of meeting the multistate requirement is not eligible to apply.

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Prepare to submit the Application for Federal Assistance standard form (SF)-424 and Disclosure of Lobbying Activities form (SF-LLL)

- Review Information to complete the Application for Federal Assistance (SF-424) in Grants.gov
- Intergovernmental Review
- Complete Standard Applicant Information (SF-424 information from Grants.gov)
- Submit the SF-424 and SF-LLL in Grants.gov

After the SF-424 and SF-LLL submission in Grants.gov, receive Grants.gov email notifications that:

- Submission has been received in Grants.gov
- Submission has either been successfully validated or rejected with errors (see OJP Grant Application Resource Guide)

If no Grants.gov receipt and validation, or error notifications are received:

- Contact Grants.gov Customer Support Hotline at 800-518-4726, 606-545-5035, Grants.gov customer support, or support@grants.gov regarding technical difficulties (see OJP Grant Application Resource Guide)

Receive email notification to complete application in JustGrants:

- Proceed to complete application in JustGrants

Content of Application Submission: Critical Application Elements

The following items are critical application elements required to pass the basic minimum requirements review. If OJP determines that an application does not include the following elements, it will neither proceed to peer review, nor receive further consideration.

- Proposal Abstract
- Proposal Narrative
- Budget Worksheet and Budget Narrative (web-based form)
- Executive Summary Chart
- Information to Complete the Application for Federal Assistance (SF-424) in Grants.gov
- Standard Applicant Information (SF-424 information from Grants.gov)

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Budget and Associated Documentation:

- Budget Worksheet and Budget Narrative (Web-based Form)
- Indirect Cost Rate Agreement (if applicable) (see OJP Grant Application Resource Guide)
- Financial Management and System of Internal Controls Questionnaire (see OJP Grant Application Resource Guide)

Additional Application Components:

- Tribal Authorizing Resolution (if applicable)
- Request and Justification for Employee Compensation; Waiver (if applicable) (see OJP Grant Application Resource Guide)
- Mentoring Organizational History

- Executive Summary Chart
- Timeline
- Job descriptions
- Mentoring Program Profile
- Program Model Overview

Disclosures and Assurances:

- Disclosure of Lobbying Activities (SF-LLL) (see OJP Grant Application Resource Guide)
- Applicant Disclosure of Duplication in Cost Items (see OJP Grant Application Resource Guide)
- DOJ Certified Standard Assurances (see OJP Grant Application Resource Guide)
- DOJ Certifications Regarding Lobbying; Debarment, Suspension and Other Responsibility Matters; and Drug-Free Workplace Requirements (see OJP Grant Application Resource Guide)
- Applicant Disclosure and Justification – DOJ High Risk Grantees (if applicable) (see OJP Grant Application Resource Guide)

Submit application in JustGrants:

- Application has been successfully submitted in JustGrants

If no JustGrants application submission, validation, or error notifications are received:

- Contact the JustGrants Service Desk at 833-872-5175 or JustGrants.Support@usdoj.gov regarding technical difficulties.

Appendix B: Mentoring Program Profile

OJJDP FY 2022 Multistate Mentoring Programs Initiative
Applicant Name:

Application Number:

Multistate Category:

Note that the Information provided should be specific to the proposed application and budget.

Operational Structure:

1.   **Applicant organization:**

2.   **Number of program locations: _____**

3.   **Number of subgrantees proposed (if applicable): _____**

        Please provide a separate attachment with a list of subgrantees if identified.

4.   **Number of subrecipient services accessed (contractors/consultants) (if applicable): _____**

        Please provide a separate attached listing of subrecipient service providers to be used that includes service, amount of contract, and location of the service provider.

5.   **Committed partners (please select all that apply):**

        _____Substance abuse provider
        _____Juvenile justice agency
        _____Law enforcement agency
        _____School
        _____Corporate sector
        _____Faith-based organization
        _____Other (please specify): _____

Program Structure:

6.   **Match structure: How is the mentoring primarily delivered? (please select one):**

        _____**One-on-one**
        _____**Group**
        _____**Combined (Mentee receives both group and 1:1 mentoring)**
        _____**Hybrid (Mentee is matched 1:1 to a mentor and delivered only in a group setting)**

        Do you use peer mentors in your match structure? Y or N

7.   **Program focus (please check all that apply as the primary focus of program):**

_____Sports; _____STEM; _____Arts; _____Community service; _____Academics; _____Gender-specific; _____Gang prevention (targeted);_____Youth with disabilities; _____College readiness; _____Substance misuse/impact; _____ Youth victims (child abuse or exploitation); _____ General; _____ Other (please specify): _____)

8.   Program location (please select one):

_____Community-based or _____Site-based (e.g., club) or _____ School-based

9.   Total number of **youth to be served** as mentees: _____
        (Please ensure the numbers listed match the narrative portion under Project Design section.)

10.   Total number of proposed **mentors to be recruited**: _____ and Total number of **mentors to be accepted:** _____
        (Please ensure the numbers listed match the narrative portion under Project Design section.)

11.   Total number of **proposed matches:** _____

12.   What is **the primary target population** for mentee recruitment? (please check all that apply):

_____Single-parent household; _____Academically challenged; _____Gender; _____Race/ethnicity; _____Juvenile justice involvement; _____Victimization; _____Substance misuse/impact; _____Rural; _____Youth with disabilities; _____Other (please specify): _____

13.   **Any additional program services** offered to mentees and their families?

_____ Case management; _____ Group activities (in addition to primary mentoring); _____ Referral to other services; _____ Counseling; _____ Academic support; _____ Leadership development; _____ Substance misuse intervention or treatment

14**.   Mentor recruitment focus**, if specific:

_____ Peer (youth); _____ College student; _____ Adult volunteer; _____ Athletic coach; _____ Law enforcement officer; _____ Other (please specify): _____
¬
15.   **Number of training hours** required of recruited mentor before match: _____

16.   **Duration of program service** for each youth: _____

17.   **Length of match expected:** _____ (Note: May be the same length as program service in question 16)

18.   **Frequency of match contact** expected: _____ (e.g., X per month; X per week)

19**.   Intensity of match contact** expected: _____ (e.g., X hours)