



The [U.S. Department of Justice, Office of Justice Programs, Office of Juvenile Justice and Delinquency Prevention](#) is pleased to announce that it is seeking applications for funding under the OJJDP FY 2007 Juvenile Accountability Block Grants Program. This program furthers the Department's mission by supporting innovative, effective programs that reduce juvenile offending through accountability-based initiatives focused on both offenders and the juvenile justice system.

OJJDP FY 2007 Juvenile Accountability Block Grants Program

Eligibility

Only the agency designated by the chief executive (i.e., the governor) of each state is eligible to apply for these funds. (See "Eligibility," page 3.)

Deadline

All applications are due by 8:00 p.m. E.T., on February 28, 2007.

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

Contact Information

For assistance with the requirements of this solicitation, contact your OJJDP State Representative at 202-307-5924 or Thomas Murphy, Juvenile Accountability Block Grants Program Manager at OJJDP, at 202-353-8734 or Thomas.Murphy@usdoj.gov.

Applicants must submit their applications through [OJP's Grants Management System \(GMS\)](#). The funding opportunity number is OJJDP-2007-1526. For technical assistance with submitting the application, call the Grants Management System Support Hotline at 1-888-549-9901.

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OJJDP FY 2007 Juvenile Accountability Block Grants Program CFDA Number: 16.523

Overview

The Juvenile Accountability Block Grant (JABG) Program is authorized under the Omnibus Crime Control and Safe Streets Act of 2002 (42 U.S.C. 3796ee). The Office of Juvenile Justice and Delinquency Prevention (OJJDP), one of five program bureaus in the Office of Justice Programs (OJP), has been delegated the authority to administer the JABG program.

Participating states may apply for fiscal year (FY) 2007 JABG funds by following the application process outlined in this announcement. This program supports state and units of local government in their efforts to strengthen their juvenile justice systems.

Deadline: Registration

Applicants must register with GMS prior to applying. The [GMS](#) registration deadline is 8:00 p.m. E.T., February 14, 2007.

Deadline: Application

The due date for applying for funding under this announcement is 8:00 p.m. E.T., February 28, 2007.

Eligibility

Only the agency designated by the chief executive (i.e., the governor) of each state is eligible to apply for these funds. The term "state" means any state of the United States, the District of Columbia, the Commonwealth of Puerto Rico, the Virgin Islands, Guam, American Samoa, and the Commonwealth of the Northern Mariana Islands. Applicants who do not meet this criterion are ineligible to apply under this solicitation.

Opportunity for Faith-Based and Other Community Organizations to Access JABG Funds by Partnering with Their Respective Units of Local Government: The Omnibus Crime Control and Safe Streets Act of 2002 stipulates that state grantees make subgrant awards to state agencies and qualified units of local government. Therefore, faith-based and other community organizations are statutorily ineligible to apply directly to OJJDP or the state agency that administers the JABG program for funding under the JABG program. However, Section 1806 of the Omnibus Crime Control and Safe Streets Act of 2002 encourages states and units of local government to contract with private, non-profit entities or community-based organizations to implement appropriate JABG purpose areas. State grantees must ensure that their units of local government subgrantees consider faith-based and other community organizations for awards as JABG implementing agencies on the same basis as other eligible applicants. If they make assistance awards to faith-based groups, units of local government subgrantees in their administration of such awards must treat faith-based groups on an equal basis with all other award recipients. Units of local government subgrantees shall not discriminate for or against any eligible implementing agency 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 Department of Justice (DOJ) assistance funds passed through states and then through units of local government retain their independence and do not lose or have to modify their religious identity (e.g., removing religious symbols) to receive assistance awards. These organizations, however, may not use DOJ funds for any inherently religious activity, such as prayer or worship. Inherently religious activity is permissible, although it cannot occur during an activity funded with DOJ 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 funds may not discriminate in the provision of services on the basis of a beneficiary's religion.

OJJDP encourages applicants to review the Civil Rights Compliance section under "Additional Requirements" in this announcement.

Program-Specific Information

- **Goals, Objectives, and Deliverables**

The long-term goals of the JABG program are the following:

- By 2012, 76 percent of youth that subgrantees serve will be processed using graduated sanctions approaches. (The baseline is 71 percent. The annual goal is a 1-percent increase; the 5-year goal is a 5-percent increase.)
- By 2012, no more than 30 percent of program youth will reoffend. (No baseline is currently available. This rate is based on research of other intervention programs. The annual goal is a 1-percent decrease in rates of offending; the 5-year goal is a 5-percent decrease.)

- **Award Information**

State allocation. OJJDP will notify each state of its respective FY 2007 allocation, pending congressional enactment of the FY 2007 Appropriations Bill. For planning purposes, states should use their FY 2006 funding levels (see appendix B.)

Project period. The awards are for a 3-year project and budget period lasting from June 1, 2007, to May 31, 2010. All awards are subject to the availability of appropriated funds and any modifications or additional requirements that may be imposed by law. It is anticipated that any awards that may be made under this solicitation should be awarded no later than September 30, 2007.

Administrative Costs and Match Requirement. States may allocate administrative costs not to exceed 5 percent of the total award. Administrative costs are defined as activities related to the administration of the JABG program, including a full-time JABG coordinator, evaluation, and monitoring.

JABG funds may not exceed 90 percent of the total program costs, including any funds the state sets aside for program administration. However, if the state uses JABG funds to construct a permanent juvenile correctional facility, then it must provide a 50-percent match of the total project. The state must ensure that it will make the nonfederal portion of the cost of the programs funded under its JABG allocation available by the end of the project period.

Match Requirement (cash only)

A grant made under this program may not cover more than 90 percent of the total costs of the project being funded. The applicant must identify the source of the 10 percent non-federal portion of the budget and how the applicant will use match funds. Applicants must satisfy this match requirement with cash only. The formula for calculating match is:

Award amount = Adjusted Project Costs X recipient's share = required match
Federal Share

Example: 90/10% match requirement

For federal award amount of \$350,000, match would be calculated as follows:

$$\frac{\$350,000}{90\%} = \$388,889 \times 10\% = \$38,889 \text{ match}$$

Match Requirement for Construction Projects (match based on federal award amount)

Construction of a juvenile detention or correctional facility under the JABG program requires a 50 percent match from state, local, or private sources. For each federal dollar awarded, the recipient must provide 50 percent toward the project from state, local, or private sources. The formula for calculating match is:

Award amount X Recipient's Share = required match

Example:

For federal award amount of \$350,000, match would be:

$$\$350,000 \times .50 = \$175,000 \text{ match}$$

Please note: Total costs the state specifies in its completed budget must match the amount the state provides in the Estimated Funding section of the Project Information screen in GMS. All funds listed in the budget will be subject to audit.

Performance Measures

To assist in fulfilling the Department's responsibilities under the Government Performance and Results Act (GPRA), P.L. 103-62, applicants who receive funding under this solicitation must provide data that measures the results of their work. To ensure compliance with GPRA, OJJDP requires all states to collect and report performance measurement data on their subgrantee programs. Performance measurement data represent the data/information that all subgrantees in a program area will collect at the program level to measure the specific outputs and outcomes a program is designed to achieve. To ensure that the performance measures that the grantee selects reflect the specific problems, goals, objectives, and designed strategy of the JABG program subgrant project and to ensure that performance measurement data can be aggregated at the state and national levels, state grantees and subgrantees must choose these measures from OJJDP's Performance Measurement Web site at <http://www.ojjdp.ncjrs.org/grantees/pm/jabg.html>. For technical assistance in choosing performance measures, contact Susan Jenkins at sjenkins@csrincorporated.com or 703-312-5220.

Sample performance measures for this solicitation are as follows:

Objectives	Performance Measures	Data Grantee Provides
<p>The goal of the JABG program is to reduce juvenile offending through accountability-based programs focused on both the offender and the juvenile justice system. The objective is to ensure that states are addressing 1 or more of the 17 purposes areas and receiving information on best practices from OJJDP. Specific project objectives will depend upon the specific purpose area selected and whether a system improvement or direct service purpose area is selected.</p> <p>The basic premise underlying the JABG program is that both the individual juvenile offender and the juvenile justice system must be accountable. In implementing the program, OJJDP seeks to reduce juvenile offending through both offender-focused and system-focused activities that promote accountability.</p>	<p>The following are mandatory measures for all JABG grantees. Grantees may also select any additional outcome or output measures applicable to the program areas selected.</p> <p>Number of program youth served.</p> <p>Percent of eligible youth served using graduated sanctions approaches.*</p> <p>Percent of program youth completing program requirements.</p> <p>Percent of youth with whom a best practice was used.</p> <p>Percent of program youth who reoffend.</p> <p>Percent of programs/initiatives employing evidence-based practices.</p> <p>Percent of JABG funds awarded for system improvement.</p>	<p>During the current reporting period:</p> <p>Number of program youth served.</p> <p>Number of eligible youth served using graduated sanctions approaches.*</p> <p>Number of program youth completing program requirements.</p> <p>Number of youth with whom a best practice was used.</p> <p>Number of program youth who reoffend.</p> <p>Number of programs/ initiatives employing evidence-based practices.</p> <p>Amount of JABG funds awarded for system improvement.</p>

* This indicator is mandatory for both direct service and system change projects. But, it is considered to be an output for direct service projects and an outcome for system change projects.

How to Apply

Grants Management System instructions. Applicants must submit their applications through the online Grants Management System (GMS). Applicants should begin the process early, 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 www.ojp.gov/funding/Masterjobaids.pdf. For additional information, call the GMS Help Desk at 1-888-549-9901.

CFDA number. The Catalog of Federal Domestic Assistance (CFDA) number for this solicitation is 16.523, titled “Juvenile Accountability Incentive Block Grants,” and the funding opportunity number is OJJDP-2007-1526.

DUNS number. The Office of Management and Budget requires that all applicants for federal funds include a DUNS (Data Universal Numeric System) number when they register on GMS to submit 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 keeping track of entities receiving federal funds. The identifier is used to validate and

track address and point of contact information. 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.dunandbradstreet.com> to obtain a number. Eligible state applicants should already have a DUNS number.

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 include the following components:

1. **JABG Advisory Board.** Pursuant to Section 1804(b)(2) of the JABG legislation, states and units of local government must establish and convene an advisory board to recommend a coordinated enforcement plan for how they will use the JABG funds. The board shall include representation from, if appropriate, the state or local police department; the local sheriff's department; the state or local prosecutor's office; a state or local juvenile court; the state or local probation office; the state or local education agency; the state or local social service agency; a nonprofit, nongovernmental victim advocacy organization; and a nonprofit, religious, or community group. States may designate their state advisory group (SAG) under the Juvenile Justice and Delinquency Prevention Act of 2002 to serve as their JABG State Advisory Board (SAB), if the SAG meets the JABG SAB membership requirements. (See Appendix F for instructions on how to complete the JABG SAB membership roster and a sample membership roster.)
2. **Role of the court.** OJJDP strongly encourages states and units of local government to engage in a dialogue with the chief of the highest court in the state and, where appropriate, the chief judge of the local court regarding the content of the application. Applicants should certify that they have communicated in writing with the chief of the highest court in the state and should submit this letter with the application (see "Sample Letter," Appendix E). Applicants should provide a narrative describing how the state took into consideration the needs of the judicial branch in strengthening the juvenile justice system.
3. **System of graduated sanctions.** The applicant must describe in either narrative form or a flowchart how the state's system of graduated sanctions functions. States, at a minimum, must ensure the following:
 - a. Sanctions are imposed on juvenile offenders for each delinquent offense.
 - b. The juvenile offender receives more intensive sanctions with each subsequent, more serious delinquent offense.
 - c. There is sufficient flexibility to allow for individualized sanctions and services suited to the individual offender.
 - d. Appropriate consideration is given to public safety and victims of crime.
4. **Analysis of juvenile justice system needs.** The State Advisory Board should develop the state plan based on an analysis of juvenile justice system needs. The analysis should describe juvenile crime trends and gaps that exist within the juvenile justice system. This analysis should

form the basis for determining how funds used within the seventeen JABG purpose areas can most effectively improve the juvenile justice system and increase accountability for juvenile offenders (See Appendix C for JABG Purpose Areas).

OJJDP strongly encourages states to focus their JABG resources on programs that target their serious and violent juvenile offender population. They should give the following JABG purpose areas priority consideration: (4) hiring additional prosecutors; (5) providing funding to enable prosecutors to address drug, gang, and youth violence problems more effectively and for technology, equipment, and training to help prosecutors identify and expedite the prosecution of violent and juvenile offenders; (7) establishing juvenile gun courts; (13) establishing and maintaining accountability-based programs that enhance school safety; and, (17) establishing, improving, and coordinating prerelease and postrelease systems and programs to facilitate the successful re-entry of juvenile offenders from state and local custody to the community.

5. **Program descriptions.** Applicants must provide program descriptions for each purpose area and identify the funding allocation for each purpose area selected. Applicants should describe all funds and related activities not subject to the passthrough (see “Other Attachments,” page 9, for a more detailed explanation). Additionally, states should identify performance measure data for each purpose area they select. To complete this section, applicants should use the following outline:
 - a. **JABG purpose area and number.** Use only the numbered JABG purpose areas listed in appendix C.
 - b. **Problem statement.** Briefly state a priority juvenile justice issue or need that the program intends to address.
 - b. **Program goals.** Provide a broad statement that conveys the program’s overall goal to change, reduce, or eliminate the problem described.
 - c. **Program objectives.** Explain how the program will accomplish its goals. Objectives are specific, quantifiable statements of the desired results of the program, and they should include the target levels of achievement, thereby further defining the goals and providing the means to measure program performance.
 - d. **Activities and services planned.** Describe specific steps that the grantee will take or projects that the grantee will fund to accomplish each objective. This part of the program description must summarize which agencies will implement the program, where and when activities will take place, the specific services that the agencies will provide, who will benefit from the services, and the target population.
 - e. **Performance measures.** OJJDP requires award recipients to collect and report data in support of performance measures (see “Performance Measures,” page 5). Recipients’ assistance in obtaining this information will facilitate future program planning and will allow OJP to provide Congress with measurable results associated with federally funded programs. Performance measures must reflect the specific problems, goals and objectives, and design associated with this grant.

To ensure that the Performance Measures that the grantee selects reflect the specific problems, goals, objectives, and design strategy of the project, OJJDP has developed mandatory performance measures. To determine those that apply to your application, visit <http://www.ojjdp.ncjrs.org/grantees/pm/jabg.html>.

f. **Budget.** Present total federal funds the state plans to use in each purpose area from its JABG allocation.

6. **Geographic information.** To help the Office of Justice Programs develop a geographic information system (GIS) strategic planning capacity, OJJDP will require recipient states to provide geographic information for each subgrant. Such information should contain the following two items of information on the geographic area that the subgrant recipient will serve (“service area”) in the format specified below. If the mailing address is in a rural area with no street address, include the nearest street intersection. If the program has multiple service areas, include the required information for each area. If proposed multiple service areas have not been determined, simply provide the requested information for the subgrantee. .

- **Physical address:** If the mailing address is a P.O. Box, specify the physical address of the location where the subgrantee will provide services.

(example with street address)
ABC Associates
123 First Street
Shrewsbury, PA 17361

(example with no street address)
ABC Associates
First Street and Holiday Drive
Shrewsbury, PA 17361

- **Map and street description:** Provide a road map (with local detail) with the service area clearly depicted. State applicants should mark the map with information identifying the federal formula/block award number it is tied to, including state name, and subgrantee contact name and phone number. Also, include a written description of streets bounding the service area. If GIS files are available, e-mail them to Dennis Mondoro at Dennis.Mondoro@usdoj.gov.

States do not need to provide the above information at the time of their application. However, state applicants must provide a description of how they plan to obtain the above geographic information from each subgrant recipient and a statement indicating their commitment to fulfilling this requirement.

7. **Coordination efforts.** Include a description of how JABG coordinates efforts with other federal and state programs focusing on juvenile justice, particularly the OJJDP Formula Grants Program.

In addition, to better understand the difficulties state agencies that administer the JABG Program encounter in collecting and sharing juvenile justice information, OJJDP requests that the states provide the following information in their FY 2007 JABG application:

- a) A description of the state’s process for gathering juvenile justice information and data across state agencies—i.e. state departments of education and welfare, mental health services, local law enforcement—and how the state makes this information available across agencies and incorporates the data into its comprehensive 3-year plan and annual plan updates.
- b) Specific barriers the state encounter in the sharing of juvenile information of at-risk youth among state agencies, including local law enforcement, i.e. where state statute, regulation, or policy prohibits the sharing of this information.

States are to direct sufficient resources to accomplish this effort and increase the capacity to implement new, or improve existing juvenile justice information sharing systems.

Budget Detail Worksheet. The Budget Detail Worksheet must include the JABG Purpose Areas that the state intends to fund. Until FY 2007 JABG allocations become available, states should use their FY 2006 funding level for planning purposes. A sample Budget Detail Worksheet form is available in Appendix D.

Other Attachments. Applicants must submit the following materials as a Microsoft Word document (.doc), PDF file (.pdf), or text document (.txt) attachment to their GMS application.

States are required to pass through 75 percent of the total JABG award to eligible units of local government. However, a state that can demonstrate that it bears the primary financial burden for juvenile justice within the state (more than 25 percent) can request a waiver of the passthrough requirement. The FY 2007 waiver request should be in the form of a letter to J. Robert Flores, OJJDP Administrator, who will review requests for exceptions to this waiver; however, the state must meet the following criteria (outlined below) prior to review or approval:

- Demonstration, by comparing state and local expenditures for the proceeding fiscal year, of how the state bears the primary financial burden for juvenile justice services provided in each of the authorized purpose areas.
- Demonstration of consultation with units of local government in the state, either directly or through organizations representing such units, regarding the proposed waiver.
- Demonstration of consultation with other state agencies that bear the primary financial burden for juvenile justice.

States cannot use expenditure data that do not fall within any of the 17 purpose areas (such as general law enforcement expenditures) in determining primary financial burden.

States that OJJDP has approved previously for a 100-percent waiver may certify in writing to the OJJDP Administrator that the conditions that existed to establish the waiver have not changed since the preceding fiscal year's request.

Additional Requirements

OJJDP strongly encourages applicants to review the information pertaining to these additional requirements prior to submitting their application. Additional information for each can be found at www.ojp.usdoj.gov/funding/otherrequirements.htm.

- Civil Rights Compliance
- Confidentiality and Human Subjects Protections Regulations
- 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 or Local Funds
- Criminal Penalty for False Statements
- Compliance with Office of the Comptroller Financial Guide
- Suspension or Termination of Funding
- Non-Profit Organizations
- Government Performance and Results Act (GPRA)
- Rights in Intellectual Property

Appendix A: Application Checklist

Juvenile Accountability Block Grants Program

Applicants must submit all applications electronically through OJP's Grants Management System (GMS).

- Application for Federal Assistance (SF-424)** is generated by completing the Overview, Applicant Information, and Project Information screens in GMS.
- Assurances and Certifications** must be reviewed and accepted online by the applicant's authorizing official.
- Program Narrative** must present a detailed description of the purpose goals, objectives, strategies, design, and management of the proposed program. Selection criteria include:
 - JABG Advisory Board membership.
 - The role of the court.
 - A system of graduated sanctions.
 - An analysis of juvenile justice system needs.
 - Activities by purpose area with corresponding performance measures.
- Budget Detail Worksheet** must include a worksheet that identifies and a narrative that justifies all proposed costs. See appendix D for a sample.
- Other Program Attachments** must include the full waiver request information.

Applicants must submit files attached to their GMS application as a Microsoft Word document (.doc), PDF file (.pdf), or text document (.txt). Refer to the program announcement for detailed descriptions of these items.

Deadlines

- Applicants must register on GMS by February 14, 2007
- Applicants must submit completed applications by 8 p.m. ET February 28, 2007.

OJJDP will accept applications only through the GMS online application system. OJJDP will not consider mailed or faxed applications.

Appendix B: Distribution of Juvenile Accountability Block Grants, by State (FY 2006)

State	JABG Allocation
Alabama	\$637,400
Alaska	\$277,400
Arizona	\$817,264
Arkansas	\$471,400
California	\$4,014,900
Colorado	\$670,900
Connecticut	\$535,800
Delaware	\$279,500
District of Columbia	\$246,100
Florida	\$1,792,900
Georgia	\$1,129,200
Hawaii	\$321,258
Idaho	\$350,500
Illinois	\$1,489,000
Indiana	\$838,300
Iowa	\$472,900
Kansas	\$474,100
Kentucky	\$592,000
Louisiana	\$665,400
Maine	\$314,700
Maryland	\$756,700
Massachusetts	\$784,263
Michigan	\$1,209,000
Minnesota	\$695,300
Mississippi	\$500,400
Missouri	\$752,600
Montana	\$285,300
Nebraska	\$375,200
Nevada	\$442,400
New Hampshire	\$323,760
New Jersey	\$1,059,100
New Mexico	\$398,164
New York	\$2,019,000
North Carolina	\$1,044,200
North Dakota	\$257,800
Ohio	\$1,306,700
Oklahoma	\$544,200
Oregon	\$541,200
Pennsylvania	\$1,329,600
Rhode Island	\$299,400
South Carolina	\$609,700
South Dakota	\$278,400
Tennessee	\$755,300
Texas	\$2,692,100
Utah	\$496,600
Vermont	\$256,200

State	JABG Allocation
Virginia	\$919,600
Washington	\$792,900
West Virginia	\$355,400
Wisconsin	\$722,200
Wyoming	\$249,000
American Samoa	\$76,851
Guam	\$224,400
Puerto Rico	\$617,700
No. Mariana Islands	\$53,364
Virgin Islands	\$103,185
Total	\$40,518,109

Appendix C: JABG Purpose Areas

The goal of the JABG program is to reduce juvenile offending through accountability-based programs focused on juvenile offenders and the juvenile justice system. To meet that goal and strengthen the juvenile justice system, a state or unit of local government may use JABG funds to perform the activities below.

1. Developing, implementing, and administering graduated sanctions for juvenile offenders.
2. Building, expanding, renovating, or operating temporary or permanent juvenile correction, detention, or community corrections facilities.
3. Hiring juvenile court judges, probation officers, and court-appointed defenders and special advocates, and funding pretrial services (including mental health screening and assessment) for juvenile offenders, to promote the effective and expeditious administration of the juvenile justice system.
4. Hiring additional prosecutors so that more cases involving violent juvenile offenders can be prosecuted and case backlogs reduced.
5. Providing funding to enable prosecutors to address drug, gang, and youth violence problems more effectively and for technology, equipment, and training to help prosecutors identify and expedite the prosecution of violent juvenile offenders.
6. Establishing and maintaining training programs for law enforcement and other court personnel with respect to preventing and controlling juvenile crime.
7. Establishing juvenile gun courts for the prosecution and adjudication of juvenile firearms offenders.
8. Establishing drug court programs for juvenile offenders that provide continuing judicial supervision over juvenile offenders with substance abuse problems and integrate administration of other sanctions and services for such offenders.
9. Establishing and maintaining a system of juvenile records designed to promote public safety.
10. Establishing and maintaining interagency information sharing programs that enable the juvenile and criminal justice systems, schools, and social services agencies to make more informed decisions regarding the early identification, control, supervision, and treatment of juveniles who repeatedly commit serious delinquent or criminal acts.
11. Establishing and maintaining accountability-based programs designed to reduce recidivism among juveniles who are referred by law enforcement personnel or agencies.
12. Establishing and maintaining programs to conduct risk and needs assessments that facilitate effective early intervention and the provision of comprehensive services, including mental health screening and treatment and substance abuse testing and treatment, to juvenile offenders.
13. Establishing and maintaining accountability-based programs that are designed to enhance school safety, which programs may include research-based bullying, cyberbullying, and gang prevention programs.
14. Establishing and maintaining restorative justice programs.

15. Establishing and maintaining programs to enable juvenile courts and juvenile probation officers to be more effective and efficient in holding juvenile offenders accountable and reducing recidivism.
16. Hiring detention and corrections personnel, and establishing and maintaining training programs for such personnel, to improve facility practices and programming.
17. Establishing, improving, and coordinating pre-release and post-release systems and programs to facilitate the successful re-entry of juvenile offenders from state and local custody in the community.

Appendix D: Sample Budget Detail Worksheet

The Budget Detail Worksheet attachment should include the budget amount for each purpose area that the applicant identifies will receive FY 2007 JABG funds. Funds allocated for administration and cash match are required line items. (See appendix C for JABG purpose areas.)

Sample Budget Detail Worksheet (for a nonwaiver state)

*Note: Use only the JABG purpose area numbers/titles as shown in appendix C.		OJJDP		
JABG Purpose Areas	Program Title	Federal Share	Match (10%)	Total Funds
	Administration (up to 5%)	\$12,500		
	Passthrough (75%)	\$187,500		
06	Training programs for law enforcement and court staff	\$20,000		
12	Risk and needs assessment (MH/SA)	\$20,000		
14	Restorative justice program	\$10,000		
	Totals	\$250,000	\$27,778	\$277,778

Match requirement. JABG funds may not exceed 90 percent of the total program costs, including any funds set aside for program administration. However, if the grantee uses JABG funds to construct a permanent juvenile correctional facility, then the grantee must provide a 50-percent cash match of the total project. The state must ensure that it will make available the nonfederal portion of the cost of the programs funded under the state’s JABG allocation by the end of the project period.

Match calculation. To calculate match, apply the following steps:

1. Divide the federal award amount (or subgrant award amount) by 0.9 (example: $\$250,000 \div 0.9 = \$277,778$). Multiply $\$277,778$ by 10 percent = $\$27,778$ (match amount).
2. Total program costs include the federal award amount (or subgrant award amount) plus the match amount (example: $\$250,000 + \$27,778 = \$277,778$).

Administration funds. JABG funds allocated to administrative costs may not exceed 5 percent of the total award. Administration is defined as activities related to the administration of the JABG program, including a full-time JABG coordinator, evaluation, and monitoring.

Appendix E: Sample Letter

States or JABG subgrantees seeking advice from members of the judicial system may use this sample letter.

Chief Justice
Highest Court in the State
1234 Main Street
Any City, State 12345

Dear Honorable Justice [Name],

The Governor's office has designated [your agency name] to administer the Juvenile Accountability Block Grants (JABG) program, which the Office of Juvenile Justice and Delinquency Prevention funds and administers. The JABG program provides funding to help states and communities implement accountability-based reforms to strengthen their juvenile justice systems. Per the Omnibus Crime Control and Safe Streets Act of 2002, in the development of the grant application, the states and units of local governments shall consider the needs of the judicial branch in strengthening the juvenile justice system and specifically seek the advice of the chief of the highest court of the state and, where appropriate, the chief judge of the local court, with respect to the application.

We are seeking the input of your office in the development of the state's application to the federal government for fiscal year 2006 funds. It is our goal to work with your office to ensure that the needs of the court are integrated into the overall juvenile justice system improvements we hope to achieve through the JABG program.

I would like to arrange a meeting between you, your staff, and my office to discuss your ideas for how the JABG program can benefit the court system. I look forward to working with you and will contact your office to arrange a meeting. Should you have any questions, please contact me at [phone number].

Sincerely,

[Signature]
Executive Director

Appendix F: Instructions to Complete the JABG State Advisory Board Roster (with Sample Roster)

The State Advisory Board membership table was designed to simplify state reporting requirements. The state should select the designator listed below that best describes each member's qualifications and experience.

States may designate their state advisory group (SAG) under the Juvenile Justice and Delinquency Prevention Act of 2002 to serve as their JABG State Advisory Board (SAB), if the SAG meets the JABG SAB membership requirements.

Column 1 (Name)

List the names of each Board member beginning with the chairperson and, if applicable, place an asterisk (*) after each of those members who are also members of the State Advisory Group.

Column 2 (Represents)

Select the item from the following list that most closely identifies each member's qualification:

- A. State or local police department.
- B. Local sheriff's department.
- C. State or local prosecutor's office.
- D. State or local juvenile court.
- E. State or local probation office.
- F. State or local education agency.
- G. State or local social service agency.
- H. A nonprofit, faith-based, or community group.
- I. A nonprofit, nongovernmental victim advocacy organization.

Column 3 (Date of Appointment)

Provide the date the member was appointed to the advisory board.

Column 4 (Residence)

Provide the member's residential or preferred mailing address.

Sample JABG State Advisory Board Membership Roster*

	Name	Represents	Date of Appointment	Residence
1	Jane Smith, Chair	D, F	June 1997	Harlem
2	Jane Smith	C	June 1997	Helena
3	Jane Smith	E	June 2001	Missoula
4	Jane Smith	A	June 1997	Great Falls
5	Jane Smith	B	June 1998	Great Falls
6	Jane Smith	E	June 2001	Missoula
7	Jane Smith	E	June 2001	Bozeman
8	Jane Smith	B	June 1998	Helena
9	Jane Smith	C	June 1998	Helena
10	Jane Smith	D	June 1997	Bozeman
11	Jane Smith	B	June 1999	Butte
12	Jane Smith	A, C	June 1999	Kalispell
13	Jane Smith	A, D	June 2000	Great Falls
14	Jane Smith	D	June 1997	Billings
15	Jane Smith	C	June 2000	Helena

*List the Chair first.

Source: Modified from Montana's FY 2002 Formula Grants application.