



The [U.S. Department of Justice](#) (DOJ), [Office of Justice Programs](#) (OJP), [Office of Juvenile Justice and Delinquency Prevention](#) (OJJDP), is pleased to announce that it is seeking applications for funding under its FY 09 Gang Prevention Coordination Assistance Program. This program furthers the Department's mission by enhancing the coordination of existing community-based gang prevention and intervention programs and strategies that are closely aligned with local law enforcement efforts.

OJJDP FY 09 Gang Prevention Coordination Assistance Program

Eligibility

Applicants are limited to public agencies (including state agencies, units of local government, public universities and colleges, and tribal governments) and private organizations (including faith-based and community organizations).

(See "Eligibility," page 4.)

Deadline

Registration with [Grants.gov](#) is required prior to application submission.
(See "Registration," page 3.)

All applications are due by 8:00 p.m., Eastern Time, on March 4, 2009.
(See "Deadline: Application," page 3)

Contact Information

For assistance with the requirements of this solicitation, contact Stephanie Rapp, Program Manager, at 202-514-9123 or stephanie.rapp@usdoj.gov.

This application must be submitted through [Grants.gov](#). For technical assistance with submitting the application, call the Grants.gov Customer Support Hotline at 1-800-518-4726 or send an e-mail to support@grants.gov.

Note: The hours of operation for the Grants.gov Support Hotline are Monday-Friday, 7:00 a.m. to 9:00 p.m., Eastern Time.

The Funding Opportunity Number assigned to this announcement is OJJDP-2009-2033.

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OJJDP FY 09 Gang Prevention Coordination and Assistance Program CFDA #16.544

Overview

Youth gangs continue to have a significant adverse impact on youth, families, and communities across America. A growing number of communities have adopted OJJDP's Comprehensive Gang Model, a multistrategy, multidisciplinary approach that has proven to be effective in reducing gang activity. The OJJDP FY 2009 Gang Prevention Coordination Assistance Program provides funding for localities to enhance coordination of Federal, state, and local resources in support of community partnerships implementing the following antigang strategies: primary prevention, secondary prevention, gang intervention, and targeted gang enforcement. This program is authorized by statutes appropriating funds for FY 2009.

Registration

Registering with Grants.gov is a one-time process; however, processing delays may occur, and it can take several weeks for first-time registrants to receive their confirmations and user passwords. OJJDP highly recommends that applicants register as early as possible to prevent delays in submitting their application packages by the application deadline. The registration process for organizations involves the following steps: (1) obtain a Data Universal Numbering System (DUNS) number, (2) register your organization with the Central Contractor Registration (CCR) database, (3) register with Grants.gov's Credential Provider and obtain a username and password, (4) register with Grants.gov to establish yourself as an Authorized Organization Representative, and (5) have the E-Business Point of Contact assigns the "Authorized Applicant Role" to you. For further information, visit www.grants.gov/applicants/get_registered.jsp.

Note: You must renew your CCR once a year. Failure to renew the CCR may prohibit submission of a grant application through Grants.gov.

Deadline: Application

The due date for applying for funding under this announcement is 8:00 p.m., Eastern Time, March 4, 2009.

Within 24-48 hours after submitting its electronic application, the applicant should receive an e-mail validation message from Grants.gov. The message will advise whether the application has been received and validated or has been rejected and why.

Important: Applicants are urged to submit their application at least 72 hours prior to the due date of the application to allow time to receive the validation message and to correct any problems that may have caused rejection.

If an applicant experiences unforeseen Grants.gov technical issues beyond your control, it must contact OJP staff within 24 hours after the due date and request approval to submit its application. At that time, OJP staff will require the applicant to e-mail the complete grant application and its DUNS number and provide all Grants.gov Help Desk tracking numbers. After

OJP reviews the information submitted and contacts Grants.gov to validate the technical issues reported by the grantee, OJP will contact the applicant to approve or deny the request.

To ensure a fair competition for limited discretionary funds, the following conditions are not valid reasons to permit late submissions: (1) failure to begin the registration process in sufficient time; (2) failure to follow Grants.gov instructions on how to register and apply as posted on its Web site; (3) failure to follow the instructions in the OJP solicitation; and (4) technical issues experienced with the applicant's computer or information technology environment.

Eligibility

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

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

Faith-based organizations receiving DOJ assistance awards retain their independence and do not lose or have to modify their religious identity (e.g., removing religious symbols) to receive assistance awards. DOJ grant funds, however, may not be used to fund any inherently religious activity, such as prayer or worship. Inherently religious activity is permissible, although it cannot occur during an activity funded with DOJ grant funds; rather, such religious activity must be separate in time or place from the DOJ-funded program. Further, participation in such activity by individuals receiving services must be voluntary. Programs funded by DOJ are not permitted to discriminate in the provision of services on the basis of a beneficiary's religion.

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

American Indian and Alaska Native Tribes and Tribal Organizations. Applicants are limited to for-profit (commercial) organizations, nonprofit organizations, faith-based and community organizations, institutions of higher learning, and consortiums with demonstrated organizational and community-based experience in working with American Indian and Alaska Native

communities, including tribal for-profit (commercial) and non-profit organizations, tribal colleges and universities, and tribal consortiums.

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

OJJDP encourages applicants to review the [Civil Rights Compliance](#) section, under “Additional Requirements” in this announcement.

Program-Specific Information

- **Purpose**

Community-based gang prevention and intervention should involve multiple organizations and programs working in partnership to deliver complementary services to a specific population in a targeted area. The Gang Prevention Coordination Assistance Program provides communities with funds to hire a multistrategy gang coordinator who will enhance the coordination of existing community-based gang prevention and intervention programs and strategies that are closely aligned with local law enforcement efforts. Effective coordination can help identify existing programs and resources and maximize their impact through information sharing, mutual referrals, joint case management, and collective action.

- **Goals, Objectives, and Deliverables**

The program’s goal is to strengthen coordination of existing resources and activities that support multiple complementary antigang strategies, thereby reducing gang activity in targeted communities. Awards will support coordination of community-based antigang initiatives that involve law enforcement as an essential partner. Other partners may include schools, social services, faith- and community-based organizations, and businesses. Successful applicants will demonstrate that they are implementing community-based antigang activities consistent with two or more of the antigang strategies described below using existing funding.

Award recipients will provide semi-annual progress reports that compare the status of existing partnerships and resource coordination with the baseline at the start of the project. Award recipients will participate in an all-sites meeting during the first 12 months of the project period to share the status of existing activities and coordination. A second all-sites meeting will be held in the second 12 months of the project period, during which grant recipients will deliver written reports and presentations on their progress.

- **Antigang Strategies**

Gang activity is a complex social phenomenon that varies by age, degree of gang involvement, and severity of offending. Risk factors associated with the probability that a young person will join a gang run across family, school, peer, and community lines. Accordingly, no single program or strategy operating independently is likely to have a lasting effect in reducing gang activity. Comprehensive antigang initiatives, however, coordinate multiple approaches in

recognition that each strategy plays a role toward a coordinated effort. As previously noted, communities have adopted a broad range of strategies to combat gang activity, many of which may be categorized as follows:

Primary prevention includes activities designed to reduce risk factors or increase protective factors among the entire population of youth and families in communities with significant levels of gang activity.

Secondary prevention includes programs and services intended to decrease the likelihood of joining a gang among youth who have already displayed early signs of problem behavior or who are exposed to multiple known risk factors for gang activity. These services typically include some form of individual risk assessment and often focus on youth 7 to 14 years old and their families. Younger siblings and family members of gang-involved youth are particularly suitable for these services.

Intervention with high-risk or gang-involved youth includes community-based programs that balance the delivery of services and educational and employment opportunities with supervision and accountability. Intervention services typically involve outreach to youth and families, individual risk/needs assessment, case management, service referrals, coordinated service delivery, and supervision.

Targeted gang enforcement includes community-oriented and problem-oriented policing strategies with an emphasis on gangs and collaborative enforcement strategies involving probation and prosecution to target high-rate gang offenders, gang leaders, and serious violent offenders.

- **Award Information**

OJJDP will make 12 awards of up to \$200,000 each to support this 24-month project. Awards will support the hiring of staff to oversee the coordination of antigang strategies. If necessary, grantees may use a small portion (up to \$30,000) of each award under this program to support service delivery under primary prevention, secondary prevention, or gang intervention strategies as set forth in "[Best Practices To Address Community Gang Problems; OJJDP's Comprehensive Gang Model](#)." All awards are subject to the availability of appropriated funds and any modifications or additional requirements that may be imposed by law. OJJDP anticipates that any awards under this solicitation will be made not later than September 30, 2009.

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

Match Requirement. Match is not required for this program.

Performance Measures

To assist in fulfilling DOJ's responsibilities under the Government Performance and Results Act, Pub.L. 103-62, applicants that receive funding under this solicitation must provide data that measures the results of their work. For this solicitation, OJJDP has identified mandatory performance measures, outlined in the table below, for which applicants selected for funding will be required to submit data during the grant period. In their proposal narrative, applicants must describe their understanding of the mandatory performance measures, and must discuss their data collection methods. Mandatory performance measures for this solicitation are as follows:

Objectives	Performance Measures	Data Grantee Provides
<p>Improve coordination among law enforcement and other agencies in an effort to reduce gang activity and improve organizational capacity to better serve youth.</p>	<p>The following are mandatory measures for grant recipients.</p> <p>Percent of youth/families served with whom an evidence-based program/practice was used.</p> <p>Percent of gang coordination assistance programs implementing evidence-based programs/practices.</p> <p>Extent of interagency/interorganizational cooperation among antigang programs.</p> <p>Number of program-related planning or training activities conducted.</p> <p>Number of program materials developed designed to assist in preventing/reducing gang-related activities.</p> <p>Percent of staff trained exhibiting increased knowledge of the program.</p>	<p>OJJDP has an online system (www.ojjdp-dctat.org) for grantee transmittal of performance measures data. For information on specific programs, see OJJDP's Performance Measures Web page (ojjdp.ncjrs.gov/grantees/pm/).</p> <p>During the reporting period:</p> <p>Number of youth/families served.</p> <p>Number of youth/families served with whom an evidence based program/practice was used.</p> <p>Number of gang coordination assistance programs implementing evidence-based programs/practices.</p> <p>Number of Memorandums of Understanding developed.</p> <p>Number of planning or training activities conducted.</p> <p>Number of program materials developed.</p> <p>Number of staff trained.</p> <p>Number of staff exhibiting increased knowledge of the</p>

	<p>Percent of staff satisfied with the program training.</p> <p>Increase in number of programs/agencies that have agreements to use common intake/assessment forms.</p> <p>Number of programs within a center/system that have modified their policies/procedures based on a system recommendation.</p> <p>Increase in the number of gang-related policies changed, improved or rescinded as a result of the program.</p>	<p>program.</p> <p>Number of staff reporting satisfaction with program training.</p> <p>Number of programs/agencies that have agreements to use common intake/assessment forms.</p> <p>Number of programs within a center or system that have modified their policies/procedures based on a system recommendation.</p> <p>Number of policies changed, improved or rescinded.</p>
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For more information about OJJDP performance measures, see www.ojjdp.ncjrs.gov/grantees/pm/ or contact Janet Chiancone at janet.chiancone@usdoj.gov.

How To Apply

DOJ is participating in the e-Government initiative, one of 25 initiatives included in the President's Management Agenda. As part of this initiative, Grants.gov is a "one-stop storefront" that provides a unified process for customers of federal grants to find funding opportunities and apply for funding.

Grants.gov Instructions. Complete instructions can be found at www.grants.gov. Applicants experiencing difficulties at any point during this process, should call the Grants.gov Customer Support Hotline at 1-800-518-4726, Monday-Friday from 7:00 a.m. to 9:00 p.m., Eastern Time, or e-mail support@grants.gov.

Note: OJP's Grants Management System (GMS) does not support Microsoft Vista or Microsoft 2007. Therefore, OJP will not review any application with attachments in Microsoft Vista or Microsoft 2007 format. GMS downloads applications from Grants.gov and is the system in which OJP reviews applications and manages awarded grants. Applications submitted via GMS must be in the following word processing formats: Microsoft Word (.doc), WordPerfect (*.wpd), PDF files (*.pdf), or Text Documents (*.txt) and may include Microsoft Excel (*.xls) files. GMS is not yet compatible with Vista and cannot yet process Microsoft Word 2007 documents saved in the new default format with the extensions of ".docx." Please ensure the documents you are submitting in Grants.gov are saved using "Word 97-2003 Document (.doc)" format. Additionally, GMS does not accept executable file types as application attachments. These disallowed file types include, but are not limited to, the following extensions: ".com," ".bat," ".exe," ".vbs," ".cfg," ".dat," ".db," ".dbf," ".dll," ".ini," ".log," ".ora," ".sys," and ".zip."

CFDA Number. The Catalog of Federal Domestic Assistance (CFDA) number for this solicitation is 16.544, titled "Community-Based Gang Intervention," and the Funding Opportunity Number is OJJDP-2009-2033.

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

Central Contractor Registration. OJP requires that all applicants for federal financial assistance, other than individuals, maintain current registrations in the Central Contractor Registration (CCR) database. The CCR database is the repository for standard information about federal financial assistance applicants, recipients, and subrecipients. Organizations that have previously submitted applications via Grants.gov are already registered with CCR, as it is a requirement for Grants.gov registration. Please note, however, that applicants must update or renew their CCR at least once per year to maintain an active status. Information about registration procedures can be accessed at www.ccr.gov.

What an Application Must Include

Standard Form–424

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

Program Narrative

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

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

- **Statement of the Problem/Program Narrative**

Applicants must briefly describe the nature and scope of gang activity and gang-related crime that the project will address in its target area. Local data should be used to provide evidence that the problem exists, demonstrate the size and scope of the problem, and document the

effects of the problem on the target population and the larger community. Applicants should describe any previous or current attempts to address the problem with particular emphasis on existing antigang strategies of primary prevention, secondary prevention, gang intervention, and targeted gang enforcement.

Applicants should describe existing partnerships and complementary antigang activities, as well as operational definitions that the applicant uses to identify gangs, gang members, and gang-related incidents in the target area. The applicant must describe current local procedures for tracking gang-related incidents.

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

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

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

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

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

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

Program Objectives. Applicants must explain how the program will accomplish its goals. Objectives are specific, quantifiable statements of the project's desired results. They must be clearly linked to the problem identified in the preceding section and measurable. (Examples of measurable objectives include the following: to increase coordination among a number of service agencies in the target community.)

Performance Measures. Award recipients are required to collect and report data in support of performance measures (see "Performance Measures," page 7.)

- **Project/Program Design and Implementation**

Applicants must clearly describe the role and responsibilities of the gang coordinator and the specific actions that this individual will use to better coordinate and enhance existing antigang partnerships, strategies, and programs.

Applicants should identify the program's target area and target population and explain how enhanced coordination will improve partnerships and delivery of antigang strategies, as described in the goals and objectives identified in the previous section.

Applicants must detail how the project will operate throughout the funding period and describe the strategies that will be used to achieve the goals and objectives identified in the previous section. Applicants are encouraged to select evidence-based practices for their programs and adopt a project design that will facilitate the gathering of data on the required performance measures.

Applicants should detail any leveraged resources from local sources, cash or in kind, to support the project and discuss plans for sustainability beyond the grant period.

Applicants should identify any other federal, state, or private foundation grants that serve the same local area and target population. Applicants must demonstrate that they will use funding under this award to accomplish new coordination activities that would not otherwise be funded through existing resources.

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

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

- **Capabilities/Competencies**

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

those organizations describing their roles in the project and any resources, tangible or intangible, that they will contribute should be attached to the application.

It is essential that successful applicants coordinate with their U.S. Attorney's office. Accordingly, applicants must include a letter of support from their U.S. Attorney's Office with their application package.

Budget and Budget Narrative

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

Allowable costs under this program must focus on supporting and enhancing the coordination of antigang strategies. Such costs may include, but are not limited to salary and related expenses for a coordinator and assistant, equipment and supplies necessary to support coordination and information exchange among organizations, office space and local travel to support coordination, travel to support training and skills development, and expenses related to securing meeting space, data collection and analysis, and materials and mailings.

The applicant must clearly identify budget items intended for direct service delivery in the Budget Detail Worksheet and the Budget Narrative and separate them from other expenses related to coordination. Applicants may not use grant resources to pay salary or overtime for partners, executives, or operational personnel for the sole purpose of participating in coordination activities or meetings.

Applicants must budget for participation in two all-sites meetings during the project period. This should include travel expenses for up to five participants representing different antigang strategies for each meeting.

- **Budget Worksheet**

The worksheet must provide the detailed computation for each budget line item, listing the cost of each item and showing how it was calculated. For example, costs for personnel must show the annual salary rate and the percentage of time devoted to the project for each employee paid through grant funds. The budget worksheet must present a complete and detailed itemization of all proposed costs. A budget worksheet template is available at http://www.ojp.usdoj.gov/funding/forms/budget_detail.pdf.

- **Budget Narrative**

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

Indirect Cost Rate Agreement

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

Other Attachments

Applicants must submit the following information, as stipulated in the cited pages, as attachments to their application. While the materials listed below are not assigned specific point values, peer reviewers will, as appropriate, consider these items when rating applications. For example, reviewers will consider résumés when assessing "Capabilities/Competencies." Peer reviewers will not consider any additional information that the applicant submits other than that specified below.

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

Selection Criteria

Applications that proceed to peer review will be rated on a 100-point scale, based on the following point values for the selection criteria:

- Statement of the Problem/Program Narrative (25 points).
- Impact/Outcomes and Evaluation/Performance Measure Data Collection Plan (15 points).
- Project/Program Design and Implementation (25 points).
- Capabilities/Competencies (20 points).
- Budget (15 points).

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

Review Process

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

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

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

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

Additional Requirements

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

- [Civil Rights Compliance](#)
- Funding to Faith-Based Organizations
- Confidentiality and Human Subjects Protection
- Anti-Lobbying Act
- Financial and Government Audit Requirements

- National Environmental Policy Act (NEPA) Compliance
- DOJ Information Technology Standards
- Single Point of Contact Review
- Non-Supplanting of State and Local Funds
- Criminal Penalty for False Statements
- Compliance with Office of Justice Programs [Financial Guide](#)
- Suspension or Termination of Funding
- Non-profit Organizations
- For-Profit Organizations
- Government Performance and Results Act (GPRA)
- Rights in Intellectual Property
- Federal Funding Accountability and Transparency Act (FFATA) of 2006.