

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



OJJDP FY 2019 Comprehensive School-Based Approach to Youth Violence and Victimization FY 2019 Competitive Grant Solicitation

CFDA #16.818

Grants.gov Solicitation Number: OJJDP-2019-14964

Solicitation Release Date: March 21, 2019

Solicitation Updated Date: April 1, 2019

Application Deadline: 11:59 p.m. eastern time (ET) on May 20, 2019

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 OJJDP FY 2019 Comprehensive School-Based Approach to Youth Violence and Victimization Program. This program furthers the Department's mission by strengthening community capacity to reduce youth offending and victimization, improve the response to children's exposure to violence, and enhance public safety.

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 for funding to OJP. 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.

Eligibility (Who may apply):

For information on eligibility, see "[Section C. Eligibility Information.](#)"

Contact Information

For technical assistance with submitting an application, contact the Grants.gov Customer Support Hotline at 800-518-4726 or 606-545-5035, at <https://www.grants.gov/web/grants/support.html>, or at support@grants.gov. The Grants.gov Support Hotline operates 24 hours a day, 7 days a week, except on federal holidays.

An applicant that experiences unforeseen Grants.gov technical issues beyond its control that prevent it from submitting its application by the deadline must email the National Criminal Justice Reference Service Response Center (Response Center) at grants@ncjrs.gov **within 24 hours after the application deadline** to request approval to submit its application after the deadline. Additional information on reporting technical issues appears under "Experiencing

Unforeseen Grants.gov Technical Issues” in the How To Apply (Grants.gov) section in the [OJP Grant Application Resource Guide](#).

For assistance with any other requirements of this solicitation, contact the Response Center by telephone at 800–851–3420 or TTY: 301–240–6310 (hearing impaired only) or by email at grants@ncjrs.gov. Response Center hours of operation are 10 a.m. to 6 p.m. ET, Monday through Friday, and 10 a.m. to 8 p.m. ET on the solicitation close date. General information on applying for OJJDP awards can be found at <https://www.ojjdp.gov/funding/funding.html>. Answers to frequently asked questions that may assist applicants are posted at <https://www.ojjdp.gov/grants/solicitations/FY2019/FAQ/CYVP.pdf>.

A solicitation webinar will be held on April 22, 2019 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 [here](#) 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 April 17, 2019. Submit your questions to grants@ncjrs.gov with the subject as “Questions for OJJDP FY 2019 Comprehensive School-Based Approach to Youth Violence and Victimization Webinar.”

Post-Award Legal Requirements Notice

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 applicable requirements referred to in the assurances and certifications executed in connection with award acceptance). OJP strongly encourages prospective applicants to review information on post-award legal requirements and common OJP award conditions **prior** to submitting an application.

For additional information on these legal requirements, see the “Administrative, National Policy, and Other Legal Requirements” section in the [OJP Grant Application Resource Guide](#).

Deadline Details

Applicants must register with Grants.gov at <https://www.grants.gov/web/grants/register.html> prior to submitting an application. All applications are due by 11:59 p.m. ET on May 20, 2019.

To be considered timely, an application must be submitted by the application deadline using Grants.gov, and the applicant must have received a validation message from Grants.gov that indicates successful and timely submission. OJP urges applicants to submit applications at least 72 hours prior to the application due date, to allow time for the applicant to receive validation messages or rejection notifications from Grants.gov, and to correct in a timely fashion any problems that may have caused a rejection notification.

An applicant must use the **Add Attachment** button to attach a file to its application. Do not click the paperclip icon to attach files. This action will not attach the files to the application. After adding an attachment, select the **View Attachment** button to confirm you attached the correct file. To remove the file, select the **Delete Attachment** button.

OJP encourages all applicants to read this [Important Notice: Applying for Grants in Grants.gov](#).

For additional information, see the “How to Apply (Grants.gov)” section in the [OJP Grant Application Resource Guide](#).

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OJJDP FY 2019 Comprehensive School-Based Approach to Youth Violence and Victimization

CFDA #16.818

A. Program Description

Overview

This program supports a comprehensive effort to address youth violence and victimization through implementing evidence-based prevention, intervention, and accountability efforts in a school-based setting. The goals of the program are to (1) reduce the incidence of school violence through accountability efforts for offenders; (2) respond to victimization, exposure to violence, and trauma as a result of violence that occurs in the school, community, or family; (3) improve school safety and climate; and (4) prevent violence, delinquency, and victimization in the targeted community.

There are two categories of funding available under this solicitation.

Category 1: Project Sites. This program supports the efforts of eligible applicants to develop or enhance their capacity to address youth violence and victimization through school-based programming and interventions targeting student and community needs. All program activities must occur within a school setting, and this can include programming in either public or private schools.

Category 2: Training and Technical Assistance. In addition to supporting program implementation and direct service activities, the initiative will fund a training and technical assistance provider to support the Category 1 project sites.

Statutory Authority: 34 U.S.C. 11171–11172; Department of Justice Appropriations Act, 2019, Pub. L. No. 116–6, 133 Stat. 13, 115.

Program-Specific Information

Nearly 60 percent of youth in the United States have been exposed to crime, abuse, and violence; many in their own homes but also in their neighborhoods, schools, and broader communities.¹ This exposure includes witnessing or being a direct victim of bullying, physical and sexual abuse, physical and sexual assault, or community and school violence, including gang violence, interpersonal violence, and threats of harm. Childhood exposure to violence is known to increase the risk of serious physical illness, psychological issues, further victimization,

¹ Finkelhor, S.D., Turner, H.A., Shattuck, A.M., Hamby, S.L., and Kracke, K. 2015. *Children's Exposure to Violence, Crime, and Abuse: An Update*. Washington, DC: U.S. Department of Justice, Office of Justice Programs, Office of Juvenile Justice and Delinquency Prevention.

adult criminal behavior, and becoming part of the cycle of violence.^{2,3,4} Research has consistently shown a relationship between child victimization and juvenile offending, with several studies suggesting that 70 to 94 percent of youth involved in the juvenile justice system have histories of traumatic victimization and exposure.^{5,6,7} Despite the prevalence of this exposure among children and youth and evidence of its intersection with youthful offending, the majority of youth impacted by violence do not receive timely help to mitigate the harmful effects caused by this exposure.

OJJDP targets youth violence and victimization through a multifaceted programming strategy that addresses prevention and intervention at the systems, community, and individual levels. This strategy acknowledges the need for supportive interventions as well as accountability measures and offers opportunities to disrupt a youth's path to delinquency and criminality by addressing those individual and community/societal factors that contribute to criminal behavior. Through this initiative, OJJDP will initiate programming along the prevention and intervention continuum through a school-based implementation strategy. A school-based strategy allows for implementation of universal efforts that reach all youth while also allowing for the implementation of targeted interventions that address individual needs of youth—all in one setting. Universal school-based prevention programs can significantly lower rates of aggression and violent behavior.⁸ These programs are delivered to all students in a school or grade level and allow them to develop skills such as emotional self-awareness and control, positive social skills, problem solving, and conflict resolution. While community organizations provide programming that addresses exposure to violence, and do so successfully, providing a school-based approach will increase the availability of interventions in the targeted community and facilitate ease of participation. Youth (and their parents/caregivers) will be able to access programming through one site rather than having to access services through multiple entities at different locations. This approach may increase participation rates and ensure that youth are receiving a wide range of interventions and services.

OJJDP is seeking proposals from applicant jurisdictions working to reduce the adverse impact of violence on youth, families, and neighborhoods through implementing school-based approaches that support multitiered efforts focused on prevention, intervention, and accountability. Applicants must propose and undertake their work through a multidisciplinary,

² Ford, J. 2010. Complex adult sequelae of early life exposure to psychological trauma. In R. Lanius, E. Vermetten, and C. Pain (Eds.), *The Impact of Early Life Trauma on Health and Disease: The Hidden Epidemic* (pp. 69–76). Cambridge: Cambridge University Press.

³ Cuevas, C.A., Finkelhor, D., Shattuck, A., Turner, H., and Hamby, S. 2013. *Children's Exposure to Violence and the Intersection Between Delinquency and Victimization*. Washington, DC: U.S. Department of Justice, Office of Justice Programs, Office of Juvenile Justice and Delinquency Prevention.

⁴ Widom, C.S., Czaja, S.J., and Dutton, M.A. 2008. Childhood victimization and lifetime revictimization. *Child Abuse and Neglect*. 32(8):785–796.

⁵ Sedlak, A.J., McPherson, K.S., and Basena, M. 2013. *Nature and Risk of Victimization: Findings From the Survey of Youth in Residential Placement*. Washington, DC: U.S. Department of Justice, Office of Justice Programs, Office of Juvenile Justice and Delinquency Prevention.

⁶ Rosenberg, H.J., Vance, J.E., Rosenberg, S.D., Wolford, G.L., Ashley, S.W., and Howard, M.L. 2014. Trauma exposure, psychiatric disorders, and resiliency in juvenile-justice-involved youth. *Psychological Trauma: Theory, Research, Practice, and Policy* 6(4):430–437.

⁷ Abram, K.M., Teplin, L.A., Charels, D.R., Longworth, S.L., McClelland, G.M., and Dulcan, M.K. 2004. Posttraumatic stress disorder and trauma in youth in juvenile detention. *Archives of General Psychiatry* 61:403–410.

⁸ Centers for Disease Control and Prevention. 2007. The effectiveness of universal school-based programs for the prevention of violence and aggressive behavior: A report on recommendations of the Task Force on Community Preventive Services. *Morbidity and Mortality Weekly Report* 56(RR-7):1–2. Available at www.cdc.gov/mmwr/PDF/rr/rr5607.pdf.

multiagency team of stakeholders that can be an existing collaborative group or one that is formed specifically for this project. At a minimum, stakeholders should include county/local public sector leadership, educators and leadership from the target school(s), courts/probation, law enforcement, mental health, child welfare and social services, and youth-serving community organizations. OJJDP recognizes youth and families as major stakeholders and strongly supports positive youth development and leadership opportunities for youth in its programs. As such, the collaborative group must include youth/student engagement and participation as well as family/parent/caregiver representation. A description of the team structure must be referenced in the program narrative and can be submitted as an attachment.

Goals, Objectives, and Deliverables

This program will support a comprehensive approach to address youth violence and victimization through implementing prevention, intervention, and accountability efforts in a school-based setting. This may include a public or private school(s). At a minimum, efforts must target middle schools or high schools but can also include elementary-level grades. The goals of the program are to:

- Reduce the incidence of school violence through accountability efforts for offenders, including innovative programs, suspension, expulsion, and arrest.
- Enhance the capacity of communities and schools to address youth violence and exposure to violence through evidence-based intervention services.
- Improve school safety and climate.
- Prevent violence, delinquency, and victimization in the targeted community.

Category 1: Project Sites. Proposed projects should work to enhance existing school-based practices that address violence and victimization and must fill gaps in programming. It is expected that applicants will have an existing strategic plan for addressing youth violence to guide current and proposed efforts funded through this initiative. Implementation strategies should be community driven and multitiered to include universal, school wide programming as well as targeted interventions for youth exposed to violence, including youth identified as at risk for delinquency and/or youth involved in the juvenile justice system. The comprehensive approach should include new and/or existing efforts in the following core areas:

- 1) Provision of evidence-based mental health services for youth who experience trauma and exposure to violence in a school setting.
- 2) Universal bullying prevention and conflict resolution programming.
- 3) Student engagement to provide peer support networks.
- 4) Youth competence building interventions for accountability across the continuum of least intensive (innovative diversion/treatment programs) to more intensive (suspension, expulsion, arrest) with proper considerations for campus safety and promotion of an appropriate learning environment.
- 5) School safety and climate measures.

Applicants should clearly identify which projects are existing and which are proposed for funding as a part of this initiative. Activities should be comprehensive in nature, complement existing school curricula/programming in this area, and be strategic in scope. For instance, applicants should develop objectives that address youth during school hours as well as outside of school hours. This will ensure community impact as well as allow for targeted interventions for identified at-risk youth. As an example, the majority of violent crimes committed by juveniles

occur on schools days, with nearly 20 percent occurring between 3 p.m. and 7 p.m.⁹ Afterschool programs that offer support and supervision for youth can work to reduce the risk of exposure to violence or engaging in delinquent behaviors. Such programs should be structured to offer prosocial activities and shared experiences among youth that support mastery of critical developmental tasks.

OJJDP encourages applicants to consider replicating programs and practices known to produce positive outcomes for youth. Examples of programming considered effective in addressing exposure to violence, delinquency prevention, and accountability include but are not limited to Positive Behavioral Interventions and Support (PBIS), Cognitive-Behavioral Intervention for Trauma in Schools (CBITS), SPARCS: Structures Psychotherapy for Adolescents Responding to Chronic Stress, School Resource Officers (SROs), and youth mentoring. Other program-specific interventions include Youth Courts, Street Law, Gang Resistance and Education Training (G.R.E.A.T.), and Violence Free Zone.¹⁰ While not an exhaustive list, these listed programs include elements OJJDP wishes to see implemented in school-based approaches, such as student/youth leadership, engagement and inclusion, evidence-based interventions, competency building, and offender accountability. In addition to these innovative programs, OJJDP recognizes the importance and effectiveness of school officials using other methods to intervene and hold youth offenders accountable for violence, including but not limited to suspension, expulsion, and arrest. Proposed activities must be responsive to the specific needs identified by the multidisciplinary, multiagency collaborative stakeholder group (see page 6) for their specific community. For further information on effective programs and practices, see [CrimeSolutions.gov](https://www.crimesolutions.gov), [OJJDP Model Programs Guide](#), [National Child Traumatic Stress Network](#), and [What Works Clearinghouse](#).

OJJDP expects program sites to work closely with the selected training and technical assistance provider for this initiative and include their community partners and stakeholders in the collaborative learning process.

Specific objectives/deliverables include:

- Describe the geographic area, size, and nature of the population and explain how and why the targeted community(ies) was identified and defined. This includes school data (i.e., behavior, academic, crime) and community crime data, specifically violent crime.
- Demonstrate community readiness and capacity to undertake this work as evidenced by an existing strategic action plan (e.g., current community violence plans, school safety plans, public safety plans that include youth-centered approaches, etc.). Applicants should highlight all existing efforts in their program narrative and submit a copy of any existing or prior strategic planning efforts as an attachment labeled “strategic plan.”
- Establish and support a multidisciplinary team to facilitate programming and activities proposed for funding through this initiative. This can be the same multidisciplinary, multiagency team identified in the Program-Specific Information section above (page 5) or a newly formed team or subset of that team. A list of team members must be referenced in the program narrative and can be submitted as an attachment.
- Propose and implement strategies that build upon and enhance the existing strategic plan. Proposed strategies should be aligned with the five core areas listed in the Program-Specific Information section above (page 4). Applicants are encouraged to design and implement a referral, screening, and assessment process/procedures to

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¹⁰ <https://www.nationalgangcenter.gov/SPT/Programs/130>.

effectively target and intervene with youth/students at highest risk for violence and delinquency behavior.

- Programs should also include an element of family outreach and relationship building to ensure that parents/guardians are aware of the indicators of youth victims and offenders so this information can be shared between the home and school in a timely manner, with the goal of protecting school safety and managing symptoms of trauma.

Category 2: Training and Technical Assistance. OJJDP is seeking an experienced organization to provide training and technical assistance services to project sites funded under this solicitation. The goal of Category 2 is to develop, design, and deliver training and technical assistance that supports and guides the program sites as they implement their school-based strategies to address youth violence and victimization at school and in the community. Technical assistance needs may vary greatly depending on the current strategic approaches addressing community violence or the school safety plan at each site.

As a result, applicants must demonstrate competency in the following areas:

- Providing training and technical assistance to a wide range of communities, agencies, and disciplines on evidence-based practices used to address youth violence and victimization, violence reduction, delinquency prevention, and accountability.
- Multidisciplinary collaborative team development, including building community support and involvement.
- Conducting system assessments and developing strategic implementation plans.
- Identifying and collecting data that document the process and progress of program implementation.

Specific objectives and deliverables include:

- Assess the individual and collective training and technical assistance needs of project sites and develop technical assistance plans for each site within the first 3 months of the project.
- Provide guidance and consultation to the funded program sites. Technical assistance should be provided onsite, over the phone, in webinars, and through other strategies, as appropriate. Training and technical assistance should be inclusive of and responsive to the needs of all members of the implementation team at each site.
- Support the provision of content training to project site staff to increase their capacity to implement strategies to address youth violence and victimization. Topics include but are not limited to children's exposure to violence, risk and protective factors, effective interventions for delinquency prevention, and restorative practices.
- Arrange onsite consultations by diverse subject-matter experts.
- Establish tools and practical techniques for working across different disciplines to facilitate information sharing, communication, and coordination.
- Develop and maintain a pool of experts who can provide onsite technical assistance tailored to the specific needs of each project site. OJJDP will expect experts to use a cross-discipline approach and act as problem-solving agents to assist the project sites as they address challenges, barriers, and unintended consequences.
- Facilitate peer-to-peer information sharing and learning communities between the project sites to promote problem solving and innovation through the exchange of information and ideas across project sites.
- Perform all logistics to support training and technical assistance activities and events.

- Work collaboratively with OJJDP to develop and provide materials, including training agendas and other products, prior to any training or technical assistance events or any site visits that expert consultants conduct.
- Plan and coordinate, in conjunction with OJJDP, annual cross-site meetings of project site grantees, including providing logistical support, developing meeting agendas, and identifying faculty and/or consultants.

The awardee will produce written synopses or summaries of all meetings, onsite visits, conference calls, and trainings and provide other performance measures data as described below.

The Goals, Objectives, and Deliverables are directly related to the performance measures that demonstrate the results of the work completed, as discussed under [What an Application Should Include](#).

Evidence-Based Programs or Practices

OJP strongly emphasizes the use of data and evidence in policymaking and program development in 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](#).

OJJDP training and technical assistance awardee standards. OJJDP has developed the Core Performance Standards for Training, Technical Assistance, and Evaluation to promote among providers the consistency and quality of OJJDP-sponsored training and technical assistance and to advance common expectations of performance excellence. The standards present minimum expectations that providers must meet for effective practice in the planning, coordination, delivery, and evaluation of training. Award recipients must coordinate with OJJDP's National Training and Technical Assistance Center (NTTAC) in the assessment and delivery of services to ensure the effective use of OJJDP grant funding.

Requirements related to coordination of activities will include, but are not limited to:

- **Coordination with OJJDP NTTAC.** OJJDP requires all training and technical assistance projects to coordinate their activities with OJJDP NTTAC by complying with all OJJDP/NTTAC protocols to ensure coordinated delivery of services among providers and the effective use of OJJDP grant funding. OJJDP reserves the right to modify these protocols at any time with reasonable notice to the grantee prior to project completion.
- **OJJDP-funded webinars.** The award recipient must comply with OJJDP's Webinar Guidelines, as described in the core performance standards. Minimally, OJJDP training and technical assistance providers will submit information to OJJDP NTTAC in advance of all events for the online calendar, use the approved OJJDP presentation template, and record events and provide the final files which are compliant with Section 508 of the Workforce Rehabilitation Act to OJJDP or OJJDP's representative. For more information on Section 508 of the Workforce Rehabilitation Act, visit www.section508.gov.
- **Training information sharing.** OJP will collect information from its program offices on OJP-funded training and technical assistance events. Award recipients must use OJJDP's standard electronic training request form, submit information to NTTAC on all training events

(e.g., name of requestor, description of request, dates of event) 30 days in advance of the event date, and report additional data, as OJJDP requires.

Information Regarding Potential Evaluation of Programs and Activities

Applicants should note that 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 titled “Information Regarding Potential Evaluation of Programs and Activities.”

Encouraging Program Investments in Economically Distressed Communities (Qualified Opportunity Zones)

Under this program, OJP will, as appropriate, give priority consideration in award decisions to applications that propose projects that directly benefit federally designated Qualified Opportunity Zones (QOZs).¹¹ In order to assist OJP in considering this factor, applicants should include information in the application that specifies how the project will enhance public safety in the specified QOZs. For resources on QOZs, and for a current list of designated QOZs, see the U.S. Department of the Treasury’s resource webpage at <https://www.cdfifund.gov/pages/opportunity-zones.aspx>.

B. Federal Award Information

Category 1: Project Sites

Maximum number of awards OJJDP expects to make	8
Estimated maximum dollar amount for each award	Up to \$775,000
Total amount anticipated to be awarded under solicitation	\$6,200,000
Period of performance start date	October 1, 2019
Period of performance duration	36 months

Category 2: Training and Technical Assistance

Maximum number of awards OJJDP expects to make	1
Estimated maximum dollar amount	Up to \$800,000
Total amount anticipated to be awarded under solicitation	\$800,000
Period of performance start date	October 1, 2019
Period of performance duration	36 months

OJJDP may, in certain cases, provide additional funding in future years to awards made under both categories of this solicitation, through continuation awards in FYs 2020 and 2021. In making decisions regarding continuation awards, OJP will consider, among other factors, the availability of appropriations, when the program or project was last competed, OJP’s strategic priorities, and OJP’s assessment of both the management of the award (for example, timeliness and quality of progress reports) and the progress of the work funded under the award.

All awards are subject to the availability of appropriated funds and to any modifications or additional requirements that may be imposed by law.

Type of Award

OJJDP expects to make any award under both categories of this solicitation in the form of a cooperative agreement, which is a type of award that provides for OJP to have substantial

¹¹ See Public Law 115–97, Title I, Subtitle C, Part IX, Subpart B, Sec. 13823.

involvement in carrying out award activities. 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 (and cooperative agreements).

Cooperative agreements include a condition in the award document that sets out the nature of the “substantial federal involvement” in carrying out the award and program. Generally stated, under OJP cooperative agreement awards, responsibility for the day-to-day conduct of the funded project rests with the recipient. OJP, however, may have substantial involvement in matters such as substantive coordination of technical efforts and site selection, as well as review and approval of project work plans, research designs, data collection instruments, and major project-generated materials. In addition, OJP often indicates in the award terms and conditions that it may redirect the project if necessary.

In addition to an award condition that sets out the nature of the anticipated “substantial federal involvement” in the award, cooperative agreements awarded by OJP include an award condition that requires specific reporting in connection with conferences, meetings, retreats, seminars, symposia, training activities, or similar events funded under the award.

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 Requirements¹² 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.

Budget Information

Cost Sharing or Match Requirement

This solicitation does not require a match. However, if a successful application proposes a voluntary match amount, and OJP approves the budget, the total match amount incorporated into the approved budget becomes mandatory and subject to audit.

Preagreement Costs (also known as Pre-award Costs)

Preagreement costs are costs incurred by the applicant prior to the start date of the period of performance of the federal award.

OJP does **not** typically approve preagreement costs; an applicant must request and obtain the prior written approval of OJP for all such costs. All such costs incurred prior to award and prior to approval of the costs are incurred at the sole risk of the applicant. (Generally, no applicant should incur project costs **before** submitting an application requesting federal funding for those costs.) Should there be extenuating circumstances that make it appropriate for OJP to consider approving preagreement costs, the applicant may contact the point of contact listed on the title page of the solicitation for the requirements concerning written requests for approval. If approved in advance by OJP, award funds may be used for preagreement costs, consistent with the recipient’s approved budget and applicable cost principles. See the section on Costs Requiring Prior Approval in the DOJ Grants Financial Guide (Post award Requirements section) at <https://ojp.gov/financialguide/DOJ/index.htm> for more information.

¹² The “Part 200 Uniform Requirements” means the DOJ regulation at 2 C.F.R Part 2800, which adopts (with certain modifications) the provisions of 2 C.F.R. Part 200.

Limitation on Use of Award Funds for Employee Compensation; Waiver

For applicants seeking the waiver, see the [OJP Grant Application Resource Guide](#) for information.

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

OJP strongly encourages every applicant that proposes to use award funds for any conference-, meeting-, or training-related activity (or similar event) to review carefully—before submitting an application—the OJP and DOJ policy and guidance on approval, planning, and reporting of such events. See the [OJP Grant Application Resource Guide](#) for information.

Costs Associated With Language Assistance (if applicable)

See the [OJP Grant Application Resource Guide](#) for information on costs associated with language assistance that may be allowable.

C. Eligibility Information

Category 1: Project Sites. Eligible applicants are limited to states, units of local government,¹³ public¹⁴ and private agencies, and federally recognized Indian tribal governments (as determined by the Secretary of the Interior).

Eligible applicants that propose to provide direct services to youth must not include youth who are age 18 or older in the population they will serve, with the exception of youth enrolled in the targeted school implementing the program. Project sites can be implemented in either public or private school settings.

Category 2: Training and Technical Assistance. Eligible applicants are limited to nonprofit organizations and for-profit organizations (including tribal nonprofit and for-profit organizations) and institutions of higher education (including tribal institutions of higher education). For-profit organizations must forgo any profit or management fee.

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

OJJDP will consider applications under which two or more entities would carry out the federal award; however, only one entity may be the applicant. Any others must be proposed as subrecipients (subgrantees). The applicant must be the entity that would have primary responsibility for carrying out the award, including administering the funding and managing the entire program. For additional information on subawards, see the [OJP Grant Application Resource Guide](#).

¹³ A “unit of local government” means—

- (a) Any city, county, township, town, borough, parish, village, or other general purpose political subdivision of a state.
- (b) Any law enforcement district or judicial enforcement district that—
 - (i) Is established under applicable state law, and
 - (ii) Has the authority to, in a manner independent of other state entities, establish a budget and impose taxes.
- (c) For the purposes of assistance eligibility, any agency of the government of the District of Columbia or the federal government that performs law enforcement functions in and for—
 - (i) The District of Columbia, or
 - (ii) Any Trust Territory of the United States.

¹⁴ A “public agency” means any state; units of local government; combination of such states or units; or any department, agency, or instrumentality of any of the foregoing.

OJJDP may elect to fund applications submitted under this FY 2019 solicitation in future fiscal years, dependent on, among other considerations, the merit of the applications and the availability of appropriations.

For information on cost sharing or match requirements, see [Section B. Federal Award Information](#).

D. Application and Submission Information

What an Application Should Include

For this solicitation, OJJDP has designated the following application elements as critical: Program Narrative, Budget Detail Worksheet and Budget Narrative, and for Category 1 applicants: strategic action plan (see page 7) and Memoranda of Understanding (see page 15).

See the “Application Elements and Formatting Instructions” section of the [OJP Grant Application Resource Guide](#) for information on, among other things, what happens to an application that does not contain all of the specified elements or that is nonresponsive to the scope of the solicitation.

1. Complete the Application for Federal Assistance (Standard Form (SF)-424)

The SF-424 is a required standard form used as a cover sheet for submission of preapplications, applications, and related information. See the [OJP Grant Application Resource Guide](#) for additional information on completing the SF-424.

Intergovernmental Review: This solicitation (“funding opportunity”) **is not** subject to [Executive Order 12372](#). (In completing the SF-424, an applicant is to answer question 19 by selecting the response that the “Program is not covered by E.O. 12372.”)

2. Project Abstract

Applications should include a high-quality project abstract that summarizes the proposed project in 400 words or less. Project abstracts should be—

- Written for a general public audience.
- Submitted as a separate attachment with “Project Abstract” as part of its file name.
- Single-spaced, using a standard 12-point font (such as Times New Roman) with 1-inch margins.

The abstract should briefly describe the project’s purpose, the population to be served, the program category, and the activities that the applicant will implement to achieve the project’s goals and objectives. The abstract should describe how the applicant will measure progress toward these goals. The abstract should indicate whether the applicant will use any portion of the project budget to conduct research, as described in Note on Project Evaluations on page 16. All project abstracts should follow the detailed template available at www.ojp.gov/funding/Apply/Resources/ProjectAbstractTemplate.pdf.

As a separate attachment, the project abstract will not count against the page limit for the program narrative.

3. 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 should 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 should be numbered “1 of 30,” etc. The tables, charts, pictures, etc., including all captions, legends, keys, subtext, etc., may be single-spaced and will count in the 30-page limit. Material required under the Budget and Budget Narrative and Additional Attachments sections will not count toward the program narrative page count. Applicants may provide bibliographical references as a separate attachment that will not count toward the 30-page program narrative limit. If the program narrative fails to comply with these length-related restrictions, OJJDP may consider such noncompliance in peer review and in final award decisions.

The program narrative should address the following selection criteria: (1) description of the issue; (2) goals, objectives, and performance measures; (3) program design and implementation; and (4) capabilities/competencies. The applicant should clearly delineate the connections between and among each of these sections. For example, the applicant should derive the goals and objectives directly from the problems to be addressed. Similarly, the project design section should clearly explain how the program’s structure and activities will accomplish the goals and objectives identified in the previous section.

The following sections should be included as part of the program narrative:

- a. **Description of the Issue.** Applicants should briefly describe the nature and scope of the problem that the program will address (e.g., gang activity, youth violence, exposure to violence, victimization, 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 must describe a demonstrated need as measured by high levels of community or school violence relative to national data derived from sources such as the FBI Uniform Crime Report and the Bureau of Justice Statistics National Crime Victimization Survey. Applicants are to provide indicators or measures of the extent of the problem based on current local data and compared to national data.

Applicants should describe the target population and any previous or current attempts to address the problem. Applicants should identify current community efforts and resources in place to address the problem and identify current gaps.

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 the strategies that they will use to achieve the goals and objectives identified in the previous section. Applicants should

describe how they will complete the deliverables stated in the Goals, Objectives, and Deliverables section on page 6, including a discussion of how the proposed plan addresses youth violence prevention, intervention, and accountability and fills gaps to accomplish a comprehensive, school-based approach. 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.

Logic Model. Applicants should include a logic model that graphically illustrates how the performance measures are related to the project's problems, goals, objectives, and design. See sample logic models [here](#). Applicants should submit the logic model as a separate attachment, as stipulated in Additional Attachments, page 19.

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 Attachments, page 19. On receipt of an award, the recipient may revise the timeline, based on training and technical assistance that OJJDP will provide.

- 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 and competencies in specified areas. 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.

Memoranda of Understanding (or analogous document)(Category 1 applicants)

Applicants must submit memorandum(s) of understanding as a separate attachment for all agencies involved in planning and program implementation (see page 6). The MOU must demonstrate:

- Understanding of the goals of the proposal;
- Expression of support for the program
- Description of the roles and responsibilities of the signing agency
- Estimate of the percentage of time the agency will devote to the planning and operation of the project.

Letters of Support/Memoranda of Understanding. If submitting a joint application for either Category, as described under Eligibility, page 1, applicants should provide signed and dated letters of support or memoranda of understanding for all key partners that include the following:

- Expression of support for the program and a statement of willingness to participate and collaborate with it.
- Description of the partner's current role and responsibilities in the planning process and expected responsibilities when the program is operational.
- Estimate of the percentage of time that the partner will devote to the planning and operation of the project.

Letters of support may be addressed to the OJJDP Administrator. Only letters of support that are submitted by the due date and with the full application will be considered during the review process.

- d. **Plan for Collecting the Data Required for This Solicitation's Performance Measures.** OJP will require each successful applicant to submit regular performance data that demonstrate the results of the work carried out under the award. The performance data directly relate to the goals, objectives, and deliverables identified under "Goals, Objectives, and Deliverables" in [Section A. Program Description](#).

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

Performance measures for this solicitation are listed in [Appendix A: Performance Measures Table](#).

The application should demonstrate the applicant's understanding of the performance data reporting requirements for this grant program and detail how the applicant will gather the required data should it receive funding.

Please note that applicants are **not** required to submit performance data with the application. Performance measures information is included as an alert that successful applicants will be required to submit performance data as part of the reporting requirements under an award.

Award recipients will be required to provide the relevant data by submitting semi-annual performance metrics through OJJDP's online Performance Measurement Tool (PMT).

Note on Project Evaluations

An applicant that proposes to use award funds through this solicitation to conduct project evaluations should follow the guidance under Note on Project Evaluations in the [OJP Grant Application Resource Guide](#).

4. Budget Information and Associated Documentation

See the Budget Preparation and Submission Information section of the [OJP Grant Application Resource Guide](#) for details on the Budget Detail Worksheet and on budget information and associated documentation, such as information on proposed subawards, proposed procurement contracts under awards, and preagreement costs.

Successful applicants are expected to participate in an annual 2-day peer learning collaborative meeting which they should include in their budget. Applicants should budget for as many as three representatives to travel to attend these meetings and use Washington, DC as the meeting location for budget purposes.

5. Indirect Cost Rate Agreement

See the Budget Preparation and Submission Information section of the [OJP Grant Application Resource Guide](#) for information.

6. Tribal Authorizing Resolution (if applicable)

An application in response to Category 1 of this solicitation may require inclusion of information related to a tribal authorizing resolution. See the [OJP Grant Application Resource Guide](#) for information on tribal authorizing resolutions.

7. Financial Management and System of Internal Controls Questionnaire (including applicant disclosure of high-risk status)

Every OJP applicant (other than an individual applying in his or her personal capacity) is required to download, complete, and submit the OJP Financial Management and System of Internal Controls Questionnaire (questionnaire) at <https://ojp.gov/funding/Apply/Resources/FinancialCapability.pdf> as part of its application. See the [OJP Grant Application Resource Guide](#) for additional information and submission instructions for this questionnaire.

8. Disclosure of Lobbying Activities

Each applicant must complete and submit this information. See the [OJP Grant Application Resource Guide](#) for additional information and submission instructions for this disclosure.

9. Applicant Disclosure of Pending Applications

Each applicant is to disclose whether it has (or is proposed as a subrecipient under) any pending applications for federally funded grants or cooperative agreements that (1) include requests for funding to support the same project being proposed in the application under this solicitation and (2) would cover any identical cost items outlined in the budget submitted to OJP as part of the application under this solicitation. For additional information on the

submission requirements for this disclosure, see the [OJP Grant Application Resource Guide](#).

10. Applicant Disclosure and Justification – DOJ High-Risk Grantees¹⁵ (if applicable)

An applicant that is designated as a DOJ High-Risk Grantee is to submit, as a separate attachment to its application, information that OJP will use, among other pertinent information, to determine whether it will consider or select the application for an award under this solicitation. The file should be named “DOJ High-Risk Grantee Applicant Disclosure and Justification.” (See also “Review Process” below, under Section E. Application Review Information, for a brief discussion of how such information may be considered in the application review process.) See the [OJP Grant Application Resource Guide](#) for additional information and submission instructions for this disclosure.

11. Research and Evaluation Independence and Integrity

If an application proposes research (including research and development) and/or evaluation, the applicant must demonstrate research/evaluation independence and integrity, including appropriate safeguards, before it may receive award funds. For additional information regarding demonstrating research/evaluation independence and integrity, including appropriate safeguards, see the [OJP Grant Application Resource Guide](#).

12. Disclosure of Process Related to Executive Compensation

An applicant that is a nonprofit organization may be required to make certain disclosures relating to the processes it uses to determine the compensation of its officers, directors, trustees, and key employees.

Under certain circumstances, a nonprofit organization that provides unreasonably high compensation to certain persons may subject both the organization’s managers and those who receive the compensation to additional federal taxes. A rebuttable presumption of the reasonableness of a nonprofit organization’s compensation arrangements, however, may be available if the nonprofit organization satisfied certain rules set out in Internal Revenue Service (IRS) regulations with regard to its compensation decisions.

Each applicant nonprofit organization must state at the time of its application (question 9c in the “OJP Financial Management and System of Internal Controls Questionnaire” located at <https://ojp.gov/funding/Apply/Resources/FinancialCapability.pdf> and mentioned earlier) whether or not the applicant entity believes (or asserts) that it currently satisfies the requirements of 26 C.F.R. 53.4958-6 (which relate to establishing or invoking a rebuttable presumption of reasonableness of compensation of certain individuals and entities).

A nonprofit organization that states in the questionnaire that it believes (or asserts) that it has satisfied the requirements of 26 C.F.R. 53.4958-6 must then disclose, in an attachment to its application (to be titled “Disclosure of Process Related to Executive

¹⁵ A “DOJ High-Risk Grantee” is a 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 that is otherwise not responsible.

Compensation"), the process used by the applicant nonprofit organization to determine the compensation of its officers, directors, trustees, and key employees (together, "covered persons").

At a minimum, the disclosure must describe in pertinent detail: (1) the composition of the body that reviews and approves compensation arrangements for covered persons; (2) the methods and practices used by the applicant nonprofit organization to ensure that no individual with a conflict of interest participates as a member of the body that reviews and approves a compensation arrangement for a covered person; (3) the appropriate data as to comparability of compensation that are obtained in advance and relied upon by the body that reviews and approves compensation arrangements for covered persons; and (4) the written or electronic records that the applicant organization maintains as concurrent documentation of the decisions with respect to compensation of covered persons made by the body that reviews and approves such compensation arrangements, including records of deliberations and of the basis for decisions.

For purposes of the required disclosure, the following terms and phrases have the meanings set out by the IRS for use in connection with 26 C.F.R. 53.4958-6: officers, directors, trustees, key employees, compensation, conflict of interest, appropriate data as to comparability, adequate documentation, and concurrent documentation.

Applicant nonprofit organizations should note that following receipt of an appropriate request, OJP may be authorized or required by law to make information submitted to satisfy this requirement available for public inspection. Also, a recipient may be required to make a prompt supplemental disclosure after the award in certain circumstances (e.g., changes in the way the organization determines compensation).

13. Additional Attachments

a. Documentation of Anticipated Benefit to Qualified Opportunity Zones (if applicable)

As is mentioned above, OJP will, as appropriate, give priority consideration in award decisions to applications that propose projects that will likely enhance public safety in federally designated QOZs. Each applicant proposing a project it anticipates will likely enhance public safety in one or more QOZs should provide a sufficient narrative explanation in order for OJP to identify clearly the public safety benefit the applicant anticipates that its project will have on a specified QOZ(s). The attachment(s) should be clearly labeled as addressing QOZs. The applicant may also include tables, charts, graphs, or other relevant illustrations that may be useful in explaining the manner in which the proposed project is anticipated to benefit a QOZ(s).

b. Résumés of all key personnel.

c. Job descriptions outlining roles and responsibilities for all key personnel.

d. Strategic Action Plan as described on page 7 (for Category 1 applicants).

How To Apply (Grants.gov)

Applicants must register in and submit applications through [Grants.gov](https://www.grants.gov), a primary source to find federal funding opportunities and apply for funding. Find information on how to apply in response to this solicitation in the [OJP Grant Application Resource Guide](#).

Registration and Submission Steps

Applicants will need the following identifying information when searching for the funding opportunity on Grants.gov.

- 16.818, Children Exposed to Violence
- OJJDP-2019-14964
 - Category 1: Project Sites. Competition ID: OJJDP-2019-16474
 - Category 2: Training and Technical Assistance. Competition ID: OJJDP-2019-16475

For information on each registration and submission step, see the [OJP Grant Application Resource Guide](#).

E. Application Review Information

Review Criteria

Applications that meet basic minimum requirements will be evaluated by peer reviewers using the following review criteria.

1. Description of the Issue (20%)
2. Project Design and Implementation (35%)
3. Capabilities and Competencies (25%)
4. Plan for Collecting the Data Required for This Solicitation's Performance Measures (10%)
5. Budget (10%): complete, cost effective, and allowable (e.g., reasonable, allocable, and necessary for project activities). Budget narratives should demonstrate generally how applicants will maximize cost effectiveness of grant expenditures. Budget narratives should demonstrate cost effectiveness in relation to potential alternatives and the goals of the project.¹⁶

Review Process

OJP is committed to ensuring a fair and open process for making awards. OJJDP reviews the application to make sure that the information presented is reasonable, understandable, measurable, and achievable, as well as consistent with the solicitation.

Peer reviewers will review the applications submitted under this solicitation that meet basic minimum requirements. For purposes of assessing whether an application meets basic minimum requirements and should proceed to further consideration, OJP screens applications for compliance with those requirements. Although specific requirements may vary, the following are common requirements applicable to all solicitations for funding under OJP programs:

¹⁶ Generally speaking, a reasonable cost is a cost that, in its nature or amount, does not exceed that which would be incurred by a prudent person under the circumstances prevailing at the time the decision was made to incur the costs.

- 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 designated as “critical elements.”

For a list of the critical elements for this solicitation, see “What an Application Should Include” under Section D. Application and Submission Information.

Peer review panels will evaluate, score, and rate applications that meet basic minimum requirements. OJJDP may use internal peer reviewers, external peer reviewers, or a combination, to assess applications on technical merit using the solicitation’s review criteria. An internal reviewer is a current DOJ employee who is well-versed or has expertise in the subject matter of this solicitation. An external peer reviewer is an expert in the subject matter of a given solicitation who is not a current DOJ employee. Peer reviewers’ ratings and any resulting recommendations are advisory only, although reviewer views are considered carefully.

Other important considerations for OJJDP include geographic diversity, strategic priorities (specifically including, but not limited to, demonstrable potential enhancement to public safety in one or more federally designated QOZs), and available funding, as well as the extent to which the Budget Detail Worksheet and Budget Narrative accurately explain project costs that are reasonable, necessary, and otherwise allowable under federal law and applicable federal cost principles.

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 that has 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, at its option, 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 any 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 take into account not only peer review ratings and OJJDP recommendations, but also other factors as indicated in this section.

F. 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

OJP strongly encourages prospective applicants to review information on post-award legal requirements and common OJP award conditions **prior** to submitting an application. See the [OJP Grant Application Resource Guide](#) for additional information on administrative, national policy, and other legal requirements.

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 [Section A. Program Description](#), any recipient of an award under this solicitation will be required to submit certain reports and data.

Required reports. Recipients typically must submit quarterly financial reports, semi-annual progress reports, final financial and progress 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 measures data.

G. Federal Awarding Agency Contact(s)

For OJP contact(s), see page 2.

For contact information for Grants.gov, see page 2.

H. Other Information

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

All applications submitted to OJP (including all attachments to applications) are subject to the federal Freedom of Information Act (FOIA) and to the Privacy Act. See the [OJP Grant Application Resource Guide](#) for information on DOJ and OJP processes with regard to application information requested pursuant to FOIA.

Provide Feedback to OJP

To assist OJP in improving its application and award processes, OJP encourages applicants to provide feedback on this solicitation, the application submission process, and/or the application review process. See the [OJP Grant Application Resource Guide](#) for information on providing solicitation feedback to OJP.

Appendix A: Performance Measures Table

Objective	Performance Measures	Description	Data Recipient Provides
<p>The solicitation's overall objective is:</p> <p>Category 1: Support planning to implement comprehensive school-based prevention and intervention initiatives to promote healing and increase the safety, well-being, and healthy development of children, youth, and families; prevent and reduce youth violence and victimization; and mitigate the consequences of trauma experienced by children, youth, and families exposed to violence.</p>	<p>Number of stakeholders (task force, coalitions, agencies) established.</p>	<p>Number of additional stakeholders (government agencies, nonprofit organizations, community groups, etc.) joining in violence prevention efforts during the reporting period.</p>	<p>Number of stakeholder relationships built during the reporting period.</p>
	<p>Number of agency policies or procedures created, amended, or rescinded.</p>	<p>Number of cross-program or agency policies or procedures created, amended, or rescinded during the reporting period. A policy is a plan or specific course of action that guides the general goals and directive of programs and/or agencies. Include policies that are relevant to the topic area of the program and that affect program operations. Program records are the preferred data source.</p>	<p>Number of program/agency policies or procedures created, amended, or rescinded.</p>
	<p>Number and percent of programs/initiatives employing evidence-based programs or practices.</p>	<p>Number and percent of programs that implement an evidence-based program or practice. Evidence-based program and practice models include program models that have been shown, through rigorous evaluation and replication, to be effective at preventing or reducing juvenile delinquency or related risk factors, such as substance abuse. Model programs can come from many valid sources (e.g., Blueprints, OJJDP's Model Programs Guide, SAMHSA's Model Programs, state model program resources).</p>	<p>A. Number of programs implementing an evidence-based program or practice prevention model during the reporting period. B. Total number of implementing programs during the reporting period. C. Percent (A/B).</p>

Objective	Performance Measures	Description	Data Recipient Provides
	Number and percent of youth with whom an evidence-based program or practice was used.	Number and percent of youth served with whom an evidence-based program or practice was used. Evidence-based program and practice models include program models that have been shown, through rigorous evaluation and replication, to be effective at preventing or reducing juvenile delinquency or related risk factors, such as substance abuse. Model programs can come from many valid sources (e.g., Blueprints, OJJDP's Model Programs Guide, SAMHSA's Model Programs, state model program resources).	A. Number of youth served using an evidence-based model or program during the reporting period. B. Number of youth served during the reporting period. C. Percent (A/B).
	Number of program youth served during the reporting period.	An unduplicated count of the number of individual youth served by the program during the reporting period. Definition of the number of youth served for a reporting period is the number of program youth carried over from the previous reporting period plus new admissions during the reporting period. Program records are the preferred data source.	A. Number of program youth carried over from the previous reporting period. B. New admissions during the reporting period.
	Number and percent of program youth who offend during the reporting period (short and long term).	Number and percent of participating program youth who were arrested or seen at a juvenile court for a delinquent offense during the reporting period. Appropriate for any youth-serving program. Official records (police, juvenile court) are the preferred data source.	A. Total number of program youth served. B. Number of program youth tracked during the reporting period. C. Of youth tracked, the number of program youth who had an arrest or delinquent offense during the reporting period.

Objective	Performance Measures	Description	Data Recipient Provides
		<p>The number of youth tracked should reflect the number of program youth who are followed or monitored for arrests or offenses. Ideally this number should be all youth served by the program during the reporting period or 6–12 months post program completion.</p> <p>A youth may be “committed” to a juvenile facility anytime that he/she is held overnight. Certain jurisdictions refer to adjudications as “sentences.”</p>	<p>D. Number of program youth who were committed to a juvenile facility during the reporting period. E. Number of program youth who were sentenced to adult prison during the reporting period. F. Number of youth who received another sentence during the reporting period. G. Percent offending (C/B).</p>
	<p>Number and percent of program youth who were victimized (short and long term).</p>	<p>Number and percent of program youth who are harmed or adversely affected by someone else’s criminal actions during the reporting period. Victimization can be physical or psychological; it also includes damage to youth’s property. Appropriate for any youth-serving program. Official records (police, juvenile court) are the preferred data source.</p> <p>The number of youth tracked should reflect the number of program youth who are followed or monitored for victimization. Ideally this number should be all youth served by the program during the reporting period or 6–12 months post program completion.</p>	<p>A. Total number of program youth served during the reporting period. B. Number of program youth tracked during the reporting period for victimization. C. Of youth tracked, the number of program youth who were victimized during the reporting period. D. Percent of youth victimized (C/B).</p>

Objective	Performance Measures	Description	Data Recipient Provides
	<p>Number and percent of program youth who are revictimized (short and long term).</p>	<p>Number of youth who experienced subsequent victimization. Victimization can be physical or psychological; it also includes harm or adverse effects to youth's property.</p> <p>The number of youth tracked should reflect the number of program youth who are followed or monitored for revictimization. Ideally this number should be all youth served by the program during the reporting period or 6–12 months post program completion.</p>	<p>A. Number of program youth who were re-victimized. B. Number of program youth tracked during the reporting period for revictimization. C. Of youth tracked, the number of program youth who were revictimized during the reporting period. D. Percent of youth revictimized (B/A).</p>
	<p>Number and percent of program youth who reoffend (short and long term).</p>	<p>Number and percent of participating program youth who were arrested or seen at a juvenile court for a new delinquent offense during the reporting period. Appropriate for any youth-serving program. Official records (police, juvenile court) are the preferred data source.</p> <p>The number of youth tracked should reflect the number of program youth who are followed or monitored for new arrests or offenses. Ideally this number should be all youth served by the program during the reporting period or 6–12 months post program completion.</p> <p>Certain jurisdictions refer to adjudications as "sentences."</p>	<p>A. Total number of program youth served during the reporting period. B. Number of program youth tracked during the reporting period. C. Of youth tracked, the number of program youth who had a new arrest or new delinquent offense during the reporting period. D. Number of program youth who were recommitted to a juvenile facility during the reporting period. E. Number of program youth who were sentenced to adult prison during the reporting period. F. Number of youth who received another sentence.</p>

Objective	Performance Measures	Description	Data Recipient Provides
		Other sentences may be community-based sanctions, such as community service, probation, etc.	G. Percent recidivism (C/B).
	Percent of program youth exhibiting a desired change in the targeted behavior (short and long term).	Number and percent of program youth who have exhibited a desired change in the targeted behavior during the reporting period or 6–12 months post program completion. Self-report or staff ratings are the most likely data sources.	A. Number of program youth served during the reporting period with the noted behavioral change. B. Total number of youth receiving services for the targeted behavior during the reporting period. C. Percent (A/B).

Objective	Performance Measure(s)	Description	Data Recipient Provides
<p>Category 2: Provide guidance, support, and assistance to the awarded sites in working toward the successful implementation of school-based interventions addressing exposure to violence.</p>	<p>Number of training requests received.</p>	<p>Number of training requests received during the reporting period.</p> <p>Requests can come from individuals or organizations served.</p>	<p>Number of training requests received during the reporting period.</p>
	<p>Number of technical assistance requests received.</p>	<p>Number of technical assistance requests received during the reporting period.</p> <p>Requests can come from individuals or organizations served.</p>	<p>Number of technical assistance requests received during the reporting period.</p>
	<p>Number of program materials developed during the reporting period.</p>	<p>Number of program materials developed during the reporting period. Include only substantive materials such as program overviews, client workbooks, and lists of local service providers.</p> <p>Do not include program advertisements or administrative forms such as sign-in sheets or client tracking forms. Count the number of pieces developed. Program records are the preferred data source.</p>	<p>Number of program materials developed.</p>

	Number of people trained during the reporting period.	Number of people trained during the reporting period. The number is the raw number of people receiving any formal training relevant to the program or their position as program staff. Include any training from any source or medium received during the reporting period as long as receipt of training can be verified. Training does not have to have been completed during the reporting period. Program records are the preferred data source.	Number of people trained.
	Number of planning or training events held during the reporting period.	Number of planning or training activities held during the reporting period. Planning and training activities include creation of task forces or interagency committees, meetings held, needs assessments undertaken, etc. Program records are the preferred data source.	Number of planning or training activities held during the reporting period.
	Percent of people exhibiting increased knowledge of the program area during the reporting period.	Number of people who exhibit an increased knowledge of the program area after participating in training. Use of pre- and post-tests is preferred.	A. Number of people exhibiting an increase in knowledge post-training. B. Number of people trained during the reporting period. C. Percent of people trained who exhibited increased knowledge (A/B).
	Percent of organizations reporting improvements in operations based on training and technical assistance (TTA).	Number and percent of organizations reporting improvements in operations as a result of TTA 1 to 6 months post-service.	A. Number of organizations reporting improvements in operations based on TTA during the reporting period. B. Number of organizations served by TTA during the reporting period. C. Percent (A/B).

	Percent of those served by TTA that reported implementing an evidence-based program and/or practice during or after the TTA.	Number and percent of programs served by TTA that reported implementing an evidence-based program and/or practice during or after the TTA. Evidence-based programs and practices include program models that have been shown, through rigorous evaluation and replication, to be effective at preventing or reducing juvenile delinquency or related risk factors, such as substance use.	A. Number of programs served by TTA that reported using an evidence-based program and/or practice. B. Number of programs served by TTA. C. Percent of programs served by TTA that report using an evidence-based program and/or practice (A/B).
	Number of program materials disseminated during the reporting period.	Number of program materials disseminated during the reporting period.	Number of program materials disseminated during the reporting period.
	Number of program policies changed, improved, or rescinded during the reporting period.	Number of cross-program or agency policies or procedures changed, improved, or rescinded during the reporting period. A policy is a plan or specific course of action that guides the general goals and directives of programs and/or agencies. Include policies that are relevant to the topic area of the program or that affect program operations. Program records are the preferred data source.	A. Number of program policies changed during the reporting period. B. Number of program policies rescinded during the reporting period.

Appendix B: Application Checklist

OJJDP FY 2019 Comprehensive School-Based Approach to Youth Violence and Victimization

This application checklist has been created as an aid in developing an application.

What an Applicant Should Do:

Prior to Registering in Grants.gov:

- _____ Acquire a D-U-N-S Number (see [OJP Grant Application Resource Guide](#))
- _____ Acquire or renew registration with SAM (see [OJP Grant Application Resource Guide](#))

To Register with Grants.gov:

- _____ Acquire AOR and Grants.gov username/password (see [OJP Grant Application Resource Guide](#))
- _____ Acquire AOR confirmation from the E-Biz POC (see [OJP Grant Application Resource Guide](#))

To Find Funding Opportunity:

- _____ Search for the Funding Opportunity on Grants.gov (see page 19)
- _____ Select the correct Competition ID (see page 19)
- _____ Access Funding Opportunity and Application Package (see page 19)
- _____ Sign up for Grants.gov email [notifications](#) (optional)
- _____ 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

After Application Submission, Receive Grants.gov Email Notifications That:

- _____ (1) Application has been received
- _____ (2) Application 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 the Response Center at grants@ncjrs.gov regarding experiencing technical difficulties (see page 2)

Overview of Post-Award Legal Requirements:

- _____ Review the "[Overview of Legal Requirements Generally Applicable to OJP Grants and Cooperative Agreements - FY 2018 Awards](#)" in the OJP Funding Resource Center at <https://ojp.gov/funding/index.htm>.

Scope Requirement:

- _____ The federal amount requested is within the allowable limit(s) of:

Category 1: \$775,000
Category 2: \$800,000

Eligibility Requirement:

Category 1: Project Sites. Eligible applicants are limited to states, units of local government, public and private agencies, and federally recognized tribal governments as determined by the Secretary of the Interior. All recipients and subrecipients (including any for-profit organization) must forgo any profit or management fee.

Category 2: Training and Technical Assistance. Eligible applicants are limited to nonprofit organizations and for-profit organizations (including tribal nonprofit and for-profit organizations) and institutions of higher education (including tribal institutions of higher education). For-profit organizations must forgo any profit or management fee.

What an Application Should Include:

The following items are critical application elements required to pass BMR. An application that OJP determines does not include the application elements designated to be critical will neither proceed to peer review nor receive further consideration.

- | | |
|---|---------------|
| <input type="checkbox"/> Program Narrative | (see page 14) |
| <input type="checkbox"/> Budget Detail Worksheet and Narrative | (see page 16) |
| <input type="checkbox"/> Strategic Action Plan (Category 1 Only) | (see page 7) |
| <input type="checkbox"/> Memoranda of Understanding (Category 1 Only) | (see page 15) |

- | | |
|--|---------------|
| <input type="checkbox"/> Application for Federal Assistance (SF-424) | (see page 13) |
| <input type="checkbox"/> Project Abstract | (see page 13) |
| <input type="checkbox"/> Program Narrative | (see page 14) |
| <input type="checkbox"/> Budget Detail Worksheet (including Narrative) | (see page 16) |
| <input type="checkbox"/> Indirect Cost Rate Agreement (if applicable) | (see page 17) |
| <input type="checkbox"/> Tribal Authorizing Resolution (if applicable) | (see page 17) |
| <input type="checkbox"/> Financial Management and System of Internal Controls Questionnaire | (see page 17) |
| <input type="checkbox"/> Disclosure of Lobbying Activities (SF-LLL) | (see page 17) |
| <input type="checkbox"/> Applicant Disclosure of Pending Applications | (see page 17) |
| <input type="checkbox"/> Applicant Disclosure and Justification—DOJ High-Risk Grantees (if applicable) | (see page 17) |
| <input type="checkbox"/> Research and Evaluation Independence and Integrity | (see page 18) |
| <input type="checkbox"/> Disclosure of Process Related to Executive Compensation | (see page 18) |

- Request and Justification for Employee Compensation; Waiver (if applicable) (see page 12)
- Memoranda of Understanding (Category 1 Only) (see page 15)

Additional Attachments

- Documentation of Anticipated Benefit to federally designated Qualified Opportunity Zones (if applicable) (see page 10)
- Résumés of all key personnel
- Job descriptions outlining roles and responsibilities for all key personnel
- Strategic Action Plan as described on page 7 (for Category 1 Only)