

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



OJJDP FY 2019 National Mentoring Resource Center FY 2019 Competitive Grant Solicitation

CFDA #16.726

Grants.gov Solicitation Number: OJJDP-2019-14995

Solicitation Release Date: March 13, 2019

Application Deadline: 11:59 p.m. eastern time (ET) on April 29, 2019

The [U.S. Department of Justice](#) (DOJ), [Office of Justice Programs](#) (OJP), [Office of Juvenile Justice and Delinquency Prevention](#) is seeking applications for funding for the fiscal year (FY) 2019 National Mentoring Resource Center. This program furthers the Department's mission by providing the mentoring field with comprehensive resources and training materials to advance the implementation of evidence- and research-based mentoring practices.

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):

Eligible applicants are limited to nonprofit organizations¹ and for-profit organizations (including tribal nonprofit and for-profit organizations) and institutions of higher education (including tribal institutions of higher education).

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 project. Under this solicitation, only one application by any particular applicant entity will be considered. An entity may, however, be proposed as a subrecipient (subgrantee) in more

¹ See ojp.gov/funding/Explore/SolicitationRequirements/OrganizationalRequirements.htm for additional information on demonstrating nonprofit status.

than one application. For additional information on subawards, see the [OJP Grant Application Resource Guide](#).

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.

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/NMRC.pdf>.

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 April 29, 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 National Mentoring Resource Center

CFDA #16.726

A. Program Description

Overview

OJJDP supports a wide range of mentoring initiatives aimed at preventing and reducing juvenile delinquency. Under this solicitation, the successful applicant will continue to develop and expand the OJJDP National Mentoring Resource Center, which will provide comprehensive mentoring resources, references, and training materials and advance the implementation of evidence- and research-based mentoring practices. The goal of the resource center is to enhance the capacity of mentoring organizations to develop, implement, and expand effective mentoring practices.

Statutory Authority: Department of Justice Appropriations Act, 2019, Pub. L. No. 116-6, 133 Stat. 13, 115.

Program-Specific Information

In 2013, OJJDP first awarded a grant to develop the National Mentoring Resource Center to support the continued advancement of high-quality mentoring practices for at-risk youth across the country. OJJDP has been a national leader in the field of youth mentoring since the establishment of the Juvenile Mentoring Program in 1996. Since then, OJJDP has supported an extensive portfolio of mentoring programs for national, multistate, and local organizations that have served and continue to serve a diverse population of at-risk, high-risk, and underserved youth across the country. OJJDP has also advanced what is known about mentoring and the factors of program effectiveness through research and demonstration programs.

OJJDP supports mentoring approaches that are primarily targeted to youth younger than 18 years old. The approaches have grown from one-to-one mentoring to include group and peer mentoring held in different settings (i.e., school based, community based, institutional based). With the continued enhancement and expansion of the National Mentoring Resource Center, OJJDP is building on its history and leadership in mentoring by providing a comprehensive and reliable resource for mentoring tools, program and training materials, and information. OJJDP expects that the resource center will collect OJJDP mentoring grantee materials; promote and catalog key mentoring training opportunities; identify evidence-based mentoring practices; facilitate collaboration among mentoring organizations and programs; and enhance the capacity of mentoring organizations to develop, implement, and expand effective mentoring practices.

With this FY 2019 funding, the resource center will build upon past efforts and continue to support mentoring services in innovative contexts and additional areas. OJJDP expects the mentoring center to develop training and technical assistance to improve the capacity of organizations and communities to develop and deliver mentoring programs for youth across a range of target

populations, service sectors, and systems identified through OJJDP mentoring solicitations, including but not limited to youth affected by opioids.²

Goals, Objectives, and Deliverables

The overall goal of this initiative is to operate and enhance OJJDP's National Mentoring Resource Center to improve the quality and effectiveness of mentoring across the nation.

The specific objectives of this program are to:

- Operate and enhance the comprehensive [online repository](#) of resources and tools managed by OJJDP's National Mentoring Resource Center for the mentoring field. Required activities include assessing the extent to which the navigation, structure, and organization of the repository is user friendly for the target audience, and implementing appropriate improvements in the user experience.

The online repository will point to existing resources, when possible, with specific access to:

- A "what works in mentoring" section highlighting key mentoring research and evidence-based practices and implementation resources, consistent with OJJDP's Model Programs Guide and OJP's CrimeSolutions.gov.
 - A section highlighting current issues and best practices to meet the mentoring needs of youth populations. Specifically, this section should include references to mentoring programs and resources for focus areas as identified in OJJDP mentoring program solicitations, e.g., youth involved in the juvenile justice system and youth impacted by opioids.
 - A catalog of OJJDP grantee-produced materials and resources.
 - One or more online mechanisms to facilitate cross-sharing of evidence-based practice information and resources across organizations involved with mentoring.
 - Mentoring trainings and information. These trainings should highlight work aimed to help the field meet the particular needs of all youth populations, including but not limited to areas listed in the OJJDP mentoring program solicitations, e.g., youth with juvenile justice involvement and youth impacted by opioids.
 - A section highlighting OJJDP investments in mentoring. References to OJJDP's National Mentoring Resource Center are to indicate that this center provides support primarily to OJJDP mentoring grantees.
- Identify systematic methods to align local needs and organizational capacity such as online, user-driven technical platforms to enable access to tailored technical assistance and training solutions.

² See the following FY 2018 OJJDP mentoring solicitations for examples: <https://www.ojjdp.gov/funding/FundingDetail.asp?fi=463> and <https://www.ojjdp.gov/funding/FundingDetail.asp?fi=446>.

- Identify gaps in evidence-based mentoring training, resources, and practice across the youth justice continuum and develop resources, tools, and on- and offsite training and technical assistance to fill those gaps.
- Assess and improve sufficiency of current practice standards in alignment with existing research and facilitate implementation and ongoing monitoring of these standards by mentoring organizations.
- Provide ongoing training and technical assistance support to local mentoring organizations (including those that OJJDP is not currently funding) to build their capacity to deliver services.
- Promote and leverage strategic partnerships among mentoring organizations that benefit youth and the mentoring field and leverage previous OJJDP investments and partnerships, including but not limited to OJJDP's National Training and Technical Assistance Center, the OJJDP Model Programs Guide, and OJP's CrimeSolutions.gov.
- Collaborate with and incorporate input from a wide range of mentoring research and practice experts and other youth services experts to improve outcomes across systems, sectors, and program types.
- Develop tools and practical techniques for collaboration and coordination.
- Work with OJJDP to respond to a variety of mentoring-related needs, requests, and projects.

Deliverables. The specific deliverables of this program are to:

- **Create a work plan, timeline, and requirements document** that outlines activities necessary to accomplish the program's goal and objectives outlined above and, as necessary, to effect a successful transition from the prior grantee to the selected applicant.
- **Carry out or complete activities** to meet each program objective outlined above.
- **Host a national or regional mentoring conference** should OJJDP determine it is necessary. (To accommodate this potential deliverable, incorporate projected expenses in the submitted budget.)

Note: OJJDP may assign or direct major tasks and deliverables as needed based on current priority needs within the project scope and budget.

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."

B. Federal Award Information

Maximum number of awards OJJDP expects to make	1
Estimated maximum dollar amount for each award	\$2 million
Total amount anticipated to be awarded under solicitation	\$2 million
Period of performance start date	October 1, 2019
Period of performance duration	12 months

OJJDP may, in certain cases, provide additional funding in future years to awards made under this solicitation, through continuation awards. 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.

Specifically for this solicitation, if the awardee demonstrates significant progress toward implementing project activities and project goals, OJJDP may provide continuation funding in FYs 2020 and 2021. With the continuation funding, the project period may be extended for two additional 12-month increments for an overall project period of 36 months. Important considerations include, among other factors, the availability of funding, strategic priorities, assessment of the quality of the management of the award (for example, timeliness and quality of progress reports), and assessment of 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 this solicitation in the form of a cooperative agreement, which is a type of award that provides for OJP to have substantial 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 Requirements³ 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.

³ 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.

