

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



OJJDP FY 2019 Opioid Affected Youth Initiative FY 2019 Competitive Grant Solicitation

CFDA #16.842

Grants.gov Solicitation Number: OJJDP-2019-15035

Solicitation Release Date: March 5, 2019

Application Deadline: 11:59 p.m. eastern time (ET) on May 7, 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 under the fiscal year (FY) 2019 Opioid Affected Youth Initiative. This Initiative supports states, local communities, and tribal jurisdictions in their efforts to develop and implement effective programs for children, youth, and at-risk juveniles and their families who have been impacted by the opioid crisis and drug addiction.

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 states (including territories), units of local government,¹ and federally recognized tribal governments as determined by the Secretary of the Interior.

¹ 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; or
- (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.

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.

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

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/Opioid.pdf>.

A solicitation webinar will be held on April 3, 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 on [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 11:59 p.m. on March 29, 2019. Submit your questions to grants@ncjrs.gov with the subject as “Questions for the FY 2019 Opioid Affected Youth Initiative 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 7, 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 Opioid Affected Youth Initiative CFDA #16.842

A. Program Description

Overview

The OJJDP FY 2019 Opioid Affected Youth Initiative will fund sites to develop a data-driven coordinated response to identify and address challenges resulting from opioid abuse that are impacting youth and community safety. Sites will work with OJJDP and a technical assistance provider to develop data collection tools that will inform strategies and programs to be implemented by the sites to address specific challenges resulting from the opioid epidemic.

This program will support states, units of local government, and/or tribal governments in implementing data-driven strategies and programs through strategic partnerships that will (1) develop a multidisciplinary task force with working groups to identify specific areas of concern; (2) collect and interpret data that will assist the task force in developing strategies and programming that will be used to better coordinate response efforts and resources; and (3) implement services that will address public safety concerns, intervention, prevention, and diversion services for children, youth, and families directly impacted by opioid abuse. Sites will work in partnership with representatives from law enforcement, education, probation and community supervision, juvenile court, mental health service providers, medical physicians/examiners, prosecutors, community-based organizations that address substance abuse, child welfare agencies, child protective services, first responders, and other community health agencies.

Statutory Authority: Any awards made under this solicitation are authorized pursuant to 34 U.S.C. 11171–11172, and the Department of Justice Appropriations Act, 2019.

Program-Specific Information

The Centers for Disease Control and Prevention has estimated that on average, 115 Americans die every day from an opioid overdose,² and over 66 percent of the more than 63,600 drug overdose deaths in 2016 involved an opioid.³ The opioid epidemic has had a profound effect on communities by disrupting public safety and increasing the burden of state and local law enforcement, child welfare, community health, corrections, and judicial systems. OJJDP is committed to supporting states and communities as they develop data and implement strategies and programming to address the prevention, treatment, and recovery of those who have been impacted by opioid abuse, dependence, and overdose.

The Administration for Children and Families reports an increase in the number of children in foster care due to parental substance abuse, including opioid abuse, and confirmed that “approximately 92,000 children were removed from their home in FY 2016 because at least one

² Wide-ranging online data for epidemiologic research (WONDER). 2017. Atlanta, GA: Centers for Disease Control and Prevention, National Center for Health Statistics, <http://wonder.cdc.gov>.

³ Understanding the Epidemic. 2017. Atlanta, GA: Centers for Disease Control and Prevention, National Center for Injury Prevention and Control, Division of Unintentional Injury Prevention, <https://www.cdc.gov/drugoverdose/epidemic/index.html>.

parent had a drug abuse issue.”⁴ According to the National Center for State Courts (NCSC), “In a recent survey of chief justices and state court administrators, 55 percent of respondents indicated that the opioid epidemic's impact on the courts in their states is severe.”⁵ NCSC also reported that communities have seen an increase in drug-related arrests, criminal cases, and probation caseloads involving opioid use disorders.⁶

For many communities, determining how to address the issues associated with the abuse of opioids can be challenging, since it is a class of drugs that includes both legal and illegal substances. For example, heroin is illegal, but many other opioids are prescription pain relievers that are being illegally obtained and abused; this requires successful applicants to collect participation data to determine program effectiveness and share these data with OJJDP and appropriate stakeholders. Data integration with electronic law enforcement records, overdose episodes, and substance abuse-related decision support tools for providers is necessary to increase program effectiveness.

As data are collected, recipients must identify the target audience and the opioid of concern, describe ways the audience is being impacted, and identify the geographic locations of high opioid abuse. Using data, recipients will strategically plan ways to eradicate or address the opioid problem; develop and implement accountability approaches related to the impacts of opioids and crime; ensure public safety; and determine the level of services offered to help children, youth, and families affected by opioids. Programs need to address the three-pronged approach:

- Public safety.
- Accountability.
- Life skills.

Successful applicants will develop information systems; determine what type of data are necessary to collect and analyze; develop and standardize data collection, analytics, and information sharing related to opioid abuse; and analyze outcomes. The use of a data validation tool will be helpful in measuring outcomes and for the collection and reporting of performance measures data, including who provides the data, who collects it and how often, and where the data are stored.

Goals, Objectives, and Deliverables

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](#).

⁴ U.S. Department of Health and Human Services, Administration for Children and Families, Administration on Children, Youth and Families, Children's Bureau, Adoption and Foster Care Analysis and Reporting System FY 2016 data, <https://www.acf.hhs.gov/cb>; and “Number of children in foster care continues to increase,” November 30, 2017, <https://www.acf.hhs.gov/media/press/2017/number-of-children-in-foster-care-continues-to-increase>.

⁵ National Center for State Courts. “Opioids and the Courts,” <http://www.ncsc.org/opioidsandcourts>.

⁶ National Center for State Courts. “Opioids and the Courts,” <http://www.ncsc.org/opioidsandcourts>.

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).⁷ 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

Maximum number of awards OJJDP expects to make	Up to 7
Estimated maximum dollar amount for each award	Up to \$1,000,000
Total amount anticipated to be awarded under solicitation	Up to \$7,000,000
Period of performance start date	October 1, 2019
Period of performance duration	36 months

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

⁷ See Public Law 115–97, Title I, Subtitle C, Part IX, Subpart B, Sec. 13823.

that requires specific reporting in connection with conferences, meetings, retreats, seminars, symposia, training activities, or similar events funded under the award. OJJDP's role in the cooperative agreement(s) under this initiative will also include the following tasks:

- Reviewing and approving final strategic plans and other work plans, including changes to such plans, and key decisions pertaining to project operations (i.e., identifying and approving task force representatives, identifying and approving data collection indicators).
- Reviewing and approving major project-generated documents and materials used to provide project services.
- Working in collaboration with sites and providing guidance, as needed, for project planning and task force meetings, and participating in project-sponsored training events or conferences.
- Working in collaboration with sites and providing guidance, as needed, in determining short- and long-term program outcomes and performance measurements.

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 Requirements⁸ 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.

For additional information on cost sharing and match requirements, see the DOJ Grants Financial Guide at <https://ojp.gov/financialguide/DOJ/PostawardRequirements/chapter3.3b.htm>.

Preagreement Costs (also known as Preaward 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

⁸ 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.

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.

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

For eligibility information, see the title page.

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.

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, 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 12. 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 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) statement of the problem; (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. **Statement of the Problem.** Applicants should briefly describe the nature and scope of the problem that the program will address (e.g., opioid-related crime committed by youth, number of school referrals to law enforcement of youth involving use or distribution of opioids, etc.). The applicant should use data to provide evidence that the problem exists, demonstrate the size and scope of the problem, and document the effects of the problem on the target population and the larger community. Any data or research referenced in the narrative should include information about the source of the data

and/or a citation. Applicants should describe the target population and any previous or current attempts to address the problem.

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

- b. **Project Design and Implementation.** Applicants should detail how the project will operate throughout the funding period and describe 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. 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.

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. 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. 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.

Letters of Support/Memoranda of Understanding. If submitting a joint application, 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) located at <https://ojdppmt.ojp.gov/>.

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.

5. Indirect Cost Rate Agreement

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

6. 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.

7. 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.

8. 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](#).

9. Applicant Disclosure and Justification – DOJ High-Risk Grantees⁹ (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.

⁹ 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.

10. 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 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, and 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).

11. 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 comprehending the manner in which the proposed project is anticipated to benefit a QOZ(s).

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.

- 16.842
- OJJDP-2019-15035

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. Statement of the Problem (10%)
2. Project Design and Implementation (45%)
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.¹⁰

¹⁰ 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.

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:

- 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 external peer reviewer is an expert in the subject matter of a given solicitation who is not a current DOJ employee. An internal reviewer is a current DOJ employee who is well-versed or has expertise in the subject matter of this solicitation. 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.

To Become an OJP Peer Reviewer

If you are interested in being a reviewer for OJP grant applications, please email your résumé to ojprsupport@usdoj.gov. (Do not send your résumé to the OJP Solicitation Feedback email account.) Note: Neither you nor anyone else from your organization or entity can be a peer reviewer in a competition in which you or your organization/entity has submitted an application.

Appendix A: Performance Measures Table

Objective	Performance Measure(s)	Description	Data Recipient Provides
<p>Phase 1: Develop an effective, data-driven response to improve public safety of children, youth, and families impacted by the opioid crisis.</p>	<p>Number of system-level initiatives implemented during the reporting period.</p>	<p>Number of system-level initiatives implemented during the reporting period.</p> <p>Only count a system-level initiative as implemented on the date a new policy or practice is first put into operation to implement the new initiative. If your jurisdiction is implementing more than one system-level initiative during a reporting period, count each initiative separately.</p> <p>If significant changes are made to an original initiative design during the award cycle, count each time a new policy or practice is put into operation during a reporting period.</p> <p>A system-level initiative includes changing policies and practices on how the jurisdiction’s juvenile justice system operates. System-level initiatives impact multiple stakeholders, agencies, and organizations. System-level initiatives do not include starting a new program, unless the new program is in response to a change in policy or practice.</p> <p>Program records are the preferred data source.</p>	<p>Number of system-level initiatives implemented during the reporting period.</p>
	<p>Number of memoranda of understanding (MOU) implemented.</p>	<p>Number of MOUs implemented during the reporting period. Include all formal partnering or coordination agreements.</p> <p>Only count the date when the MOU was officially signed by all participants.</p> <p>Program records are the preferred data source.</p>	<p>Number of MOUs implemented during the reporting period.</p>

	Number of system planning activities conducted.	Number of system planning activities undertaken during the reporting period. System planning activities focus on system-level initiatives and include creation of task forces or interagency committees, meetings held, needs assessments undertaken, etc. Program records are the preferred data source.	Number of system planning activities undertaken.
	Number of new, revised, or rescinded system-level policies or procedures enacted during the reporting period.	Number of new, revised, or rescinded system-level policies enacted 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 systems improvement initiatives or that affect system-level operations. Program records are the preferred data source.	A. Number of new system-level policies or procedures enacted during the reporting period. B. Number of system-level policies or procedures revised during the reporting period. C. Number of system-level policies or procedures rescinded during the reporting period.
	Number of agency policies or procedures created, amended, or rescinded.	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 directives of programs and/or agencies. Include policies that are relevant to the cross-programs or agencies that affect operations. Program records are the preferred data source.	A. Number of new cross-program or agency policies or procedures enacted during the reporting period. B. Number of cross-program or agency policies or procedures revised during the reporting period. C. Number of cross-program or agency policies or procedures rescinded during the reporting period.
	Number of systems that have established interagency planning bodies.	Number of planning bodies or interagency coordinating groups established during the reporting period. Only count the first time the planning body or interagency coordinating group meets. Program records are the preferred data source.	Number of planning bodies or interagency coordinating groups established during the reporting period.
	Number of programs and/or agencies that are sharing automated data	Number of programs and/or agencies using automated data systems that enable the appropriate sharing of justice information with partners during the reporting period.	Number of programs and/or agencies sharing automated data.

	during the reporting period.	Only count the first time a program(s) and/or agency share justice information. A program and/or agency may have multiple partnerships to share justice information. Count each partnership between a program and/or agency separately.	
	Number of cross-sector partnerships established.	<p>Number of partnerships established and maintained during the reporting period to support system improvement efforts, by type of partner agency/organization. Partner organizations may include schools, law enforcement officials, prosecutors, defense counsel, judges, jail officials, corrections officials, public and private service providers, local public interest groups, and healthcare providers.</p> <p>Program records are the preferred data source.</p>	<p>A. Number of new partnerships established during the reporting period. B. Number of partnerships ended during the reporting period. C. Number of partnerships continued from the previous reporting period. D. Number of new partnerships established with schools during the reporting period. E. Number of new partnerships established with law enforcement agencies during the reporting period. F. Number of new partnerships established with prosecutors during the reporting period. G. Number of new partnerships established with defense counsel during the reporting period. H. Number of new partnerships established with judges during the reporting period. I. Number of new partnerships established with jail officials during the reporting period. J. Number of new partnerships established with corrections officials during the reporting period. K. Number of new partnerships established with public and private service providers during the reporting period. L. Number of new partnerships established with public interest groups during the reporting period.</p>

			<p>M. Number of new partnerships established with healthcare providers during the reporting period.</p> <p>N. Number of new partnerships established with other groups or organizations during the reporting period.</p>
	<p>Number of new community-based services established (by type) during the reporting period.</p>	<p>Number of new community-based services established (by type) during the reporting period. Community-based services are provided to youth during the day and do not include residential services where a youth spends the night away from home. Only count a community-based service once, the first time the services are provided to youth.</p> <p>A community-based service may be a specific program or agency operated by a nonprofit organization, public entity, or private organization. Community-based services may be counted in more than one type listed.</p> <p>Trauma-informed services realize the widespread impact of trauma and understand potential paths for recovery; recognize the signs and symptoms of trauma; fully integrate knowledge about trauma into policies, procedures, and practices; and resist retraumatization.</p> <p>Gender-responsive services are designed to promote healthy attitudes, behaviors, and lifestyles, and promote social competence in girls.</p> <p>School-based services are provided in school as an alternative to formal involvement in the juvenile justice system.</p> <p>Diversion programs divert youth from entering the juvenile justice system in place of the filing of formal charges. This may include pre- or post-arrest and/or pre- or post-charge.</p> <p>Alternative-to-detention programs provide options for supervising youth pending action of the juvenile court.</p>	<p>A. Total number of community-based services established during the reporting period.</p> <p>B. Number of trauma-informed services established during the reporting period.</p> <p>C. Number of gender-responsive services established during the reporting period.</p> <p>D. Number of school-based services established during the reporting period.</p> <p>E. Number of diversion services established during the reporting period.</p> <p>F. Number of detention alternative services established during the reporting period.</p> <p>G. Number of other community-based services established during the reporting period.</p>

		Program records are the preferred data source.	
Phase 2: Implement strategies and coordinated responses and programs to improve public safety and reduce opioid abuse in youth and family members, youth and family member opioid-related deaths, child and youth involvement in the child welfare and juvenile justice systems, and child and youth victimization.	Number of program youth served.	An unduplicated count of the number of 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. C. Sum (A+B).
	Number and percent of program youth completing program requirements.	Number and percent of program youth who have successfully fulfilled all program obligations and requirements. This does not include youth who are still in ongoing programs. Program obligations will vary by program, but they should be a predefined list of requirements or obligations that youth must meet before program completion, such as attendance and participation at a certain number of meetings or events. The total number of youth (the B value) includes those youth who have exited successfully as well as those who have exited unsuccessfully. Program records are the preferred data source.	A. Number of program youth who exited the program having completed program requirements. B. Total number of youth who exited the program during the reporting period (either successfully or unsuccessfully). C. Percent (A/B).
	Number and percent of families completing	Number and percent of families (families may include parents, guardians, siblings, extended guardians, and anyone a youth identifies as a family member) who	A. Number of families who exited the program having completed program requirements. B. Total number of families who exited the program

	<p>program requirements.</p>	<p>have successfully fulfilled all program obligations and requirements during the reporting period.</p> <p>This does not include families who are still in ongoing programs. Program obligations will vary by program, but should be a predefined list of requirements or obligations that clients must meet before program completion.</p> <p>The total number of families includes those who have exited successfully as well as those who have exited unsuccessfully.</p> <p>Program records are the preferred data source.</p>	<p>during the reporting period (either successfully or unsuccessfully).</p> <p>C. Percent (A/B).</p>
	<p>Percent of program youth exhibiting a desired change in the targeted behavior – substance use (short term).</p>	<p>Number and percent of program youth who have exhibited a decrease in substance use during the reporting period.</p> <p>Self-report or staff ratings are the most likely data sources.</p>	<p>A. Number of program youth served during the reporting period with the noted behavioral change.</p> <p>B. Total number of youth receiving services for the targeted behavior during the reporting period.</p> <p>C. Percent (A/B).</p>
	<p>Percent of program youth exhibiting a desired change in the targeted behavior – substance use (long term).</p>	<p>Number and percent of program youth who exhibited a decrease in substance use 6–12 months after exiting the program.</p> <p>The number of youth tracked should reflect the number of program youth who are followed or monitored 6–12 months after completing program requirements.</p> <p>Self-report, staff ratings, or urinalysis are the most likely data sources.</p>	<p>A. Total number of program youth exiting the program 6–12 months ago tracked for the targeted behavior during the reporting period.</p> <p>B. Of A, the number of program youth with the noted behavioral change during the reporting period.</p> <p>C. Percent (B/A).</p>
	<p>Percent change in youth arrested.</p>	<p>The percent change in youth arrested during the reporting period compared to before the grant start date. Count the number of youth who were arrested within your jurisdiction during the reporting period. Count each arrest of a youth by local, county, and state law enforcement agency at the time of the arrest decision.</p> <p>Youth are counted as arrested when law enforcement agencies apprehend,</p>	<p>A. Number of youth arrested within your jurisdiction during the 6 months prior to the grant start date (baseline measure).</p> <p>B. Number of youth arrested within your jurisdiction during the reporting period.</p> <p>C. Percent change ((B-A)/A).</p>

		<p>stop, or otherwise contact them and suspect them of having committed a delinquent act. Delinquent acts are those that, if an adult commits them, would be criminal, including crimes against persons, crimes against property, drug offenses, and crimes against the public order.</p> <p>Only enter the baseline number during the first reporting period. The baseline number is the total number of youth arrested in your jurisdiction during the 6 months prior to the grant award start date.</p> <p>Court or law enforcement records are the preferred data source.</p>	
	<p>Percent change in youth referrals to law enforcement from schools.</p>	<p>The percent change in youth referrals to law enforcement from schools during the reporting period compared to before the grant start date. Count the number of youth who were referred to law enforcement by schools within your jurisdiction for school-based offenses during the reporting period. Count each referral of an individual youth to law enforcement by school staff.</p> <p>School-based offenses are any behaviors that are illegal in your state for underage persons alone or for both underage persons and adults and occur in an educational setting. Educational settings may include a public school, private school, charter school, or school located in a juvenile correctional facility.</p> <p>Only enter the baseline number during the first reporting period. The baseline number is the total number of youth referred to law enforcement by schools in your jurisdiction during the 6 months prior to the grant award start date.</p>	<p>A. Number of youth who were referred to law enforcement by schools within your jurisdiction during the 6 months prior to the grant start date (baseline measure). B. Number of youth who were referred to law enforcement by schools within your jurisdiction during the reporting period. C. Percent change $((B-A)/A)$.</p>

		School district, law enforcement, or court records are the preferred data source.	
	Percent change in youth diverted.	<p>The percent change in youth diverted during the reporting period compared to before the grant start date. Count the number of youth diverted during the reporting period within your jurisdiction. The diversion population includes all youth referred for legal processing but handled without the filing of formal charges with the juvenile court.</p> <p>Count all youth who were diverted by law enforcement, prosecutor, school officials, etc. at the time of the diversion decision. Count all youth diverted at any decision point within the system (e.g., pre-arrest, post-arrest, recharge, post-charge, etc.).</p> <p>Only enter the baseline number during the first reporting period. The baseline number is the total number of youth diverted in your jurisdiction during the 6 months prior to the grant award start date.</p> <p>Program records are the preferred data source.</p>	<p>A. Total number of youth diverted within your jurisdiction during the 6 months prior to the grant start date (baseline measure).</p> <p>B. Total number of youth diverted within your jurisdiction during the reporting period.</p> <p>C. Percent change $((B-A)/A)$.</p>
	Percent change in youth in out-of-home placement.	<p>The percent change in youth placed out of the home during the reporting period compared to the grant start date. Count the number of youth under the authority of your jurisdiction's juvenile court placed out of the home during the reporting period. Only count youth who are charged with or court-adjudicated for an offense and placed out of the home by the juvenile court. Count youth who spend a minimum of one night in out-of-home placement during the reporting period. Count youth at the time of the placement decision.</p> <p>Do not include youth placed in a detention facility or out of the home because of their status as a Person in</p>	<p>A. Number of youth placed out of the home by your jurisdiction's juvenile court during the 6 months prior to the grant start date (baseline measure).</p> <p>B. Number of youth placed out of the home by your jurisdiction's juvenile court during the reporting period.</p> <p>C. Percent change $((B-A)/A)$.</p>

		<p>Need of Services (PINS) or a Child in Need of Services (CHINS).</p> <p>Out-of-home placement is defined as a residential setting where a youth is placed after some contact with the juvenile justice system. Placement settings include youth in a training school/long-term secure facility, reception or diagnostic center, group home/halfway house, residential treatment center, boot camp, ranch, forestry camp, wilderness or marine program or farm, runaway and homeless shelter, or other type of shelter such as emergency nonsecure shelter.</p> <p>Only enter the baseline number during the first reporting period. The baseline number is the total number of youth placed out of the home by your jurisdiction's juvenile court during the 6 months prior to the grant award start date.</p> <p>Court records are the preferred data source.</p>	
	<p>Number and percent of program youth who offend (short term).</p>	<p>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.</p> <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.</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 B, the number of program youth who had an arrest or delinquent offense during the reporting period. 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.</p>

		<p>A youth may be “committed” to a juvenile facility any time that he/she is held overnight. Certain jurisdictions refer to adjudications as “sentences.”</p> <p>Other sentences may be community-based sanctions, such as community service, probation, etc.</p> <p>Example: If I am tracking 50 program youth, then B would be 50. Of these 50 program youth I am tracking, if 25 were arrested or had a delinquent offense during the reporting period, then C would be 25. This logic should follow for D, E, and F values. The percent of youth offending who are measured short term will be auto calculated in G.</p>	<p>G. Percent offending (C/B).</p>
	<p>Number and percent of program youth who offend (long term).</p>	<p>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.</p> <p>The number of youth tracked should reflect the number of program youth who are followed or monitored for arrests or offenses 6–12 months after completing program requirements.</p> <p>A youth may be “committed” to a juvenile facility any time that he/she is held overnight. Certain jurisdictions refer to adjudications as “sentences.”</p> <p>Other sentences may be community-based sanctions, such as community service, probation, etc.</p>	<p>A. Total number of program youth tracked during the reporting period who exited the program 6–12 months ago. B. Of A, the number of program youth who had an arrest or delinquent offense during the reporting period. C. Number of program youth who were committed to a juvenile facility during the reporting period. D. Number of program youth who were sentenced to adult prison during the reporting period. E. Number of youth who received another sentence during the reporting period. F. Percent offending (B/A).</p>

		<p>Example: A grantee may have several youth who exited the program 6–12 months ago; however, they are tracking only 100 of them. Therefore, the A value will be 100. Of these 100 program youth who exited the program 6–12 months ago, 65 had an arrest or delinquent offense during the reporting period; therefore, the B value should be recorded as 65. This logic should follow for C, D, and E values. The percent of youth offending who are measured long term will be auto calculated in F.</p>	
	<p>Number and percent of program youth who reoffend (short 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.</p> <p>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.</p> <p>Certain jurisdictions refer to adjudications as “sentences.”</p> <p>Other sentences may be community-based sanctions, such as community service, probation, etc.</p> <p>Example: If I am tracking 50 program youth, the B value would be 50. Of these 50 program youth I am tracking, if 25 had a new arrest or a new delinquent offense during the reporting period, then C would be 25. This logic should follow for D, E, and F values.</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 B, 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 during the reporting period. G. Percent recidivism (C/B).</p>

		The percent of youth reoffending who are measured short term will be auto calculated in G.	
	Number and percent of program youth who reoffend (long term).	<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.</p> <p>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 6–12 months after completing program requirements.</p> <p>Certain jurisdictions refer to adjudications as “sentences.”</p> <p>Other sentences may be community-based sanctions, such as community service, probation, etc.</p> <p>Example: A grantee may have several youth who exited the program 6–12 months ago; however, they are tracking only 100 of them. Therefore, the A value will be 100. Of these 100 program youth who exited the program 6–12 months ago, 65 had an arrest or delinquent offense during the reporting period; therefore, the B value should be recorded as 65. This logic should follow for C, D, and E values. The percent of youth offending who are measured long term will be auto calculated in F.</p>	<p>A. Total number of program youth tracked during the reporting period who exited the program 6–12 months ago.</p> <p>B. Of A, the number of program youth who had a new arrest or new delinquent offense during the reporting period.</p> <p>C. Number of program youth who were recommitted to a juvenile facility during the reporting period.</p> <p>D. Number of program youth who were sentenced to adult prison during the reporting period.</p> <p>E. Number of youth who received another sentence during the reporting period.</p> <p>F. Percent recidivism (B/A).</p>
	Number and percent of program youth who are victimized (short term).	The number of youth identified by staff or self as a victim, by type of victimization, during the reporting period. Count youth as served by the program if they received a minimum of	<p>A. Total number of program youth served during the reporting period.</p> <p>B. Number of program youth tracked during the reporting period for victimization.</p>

		<p>one service delivery, as defined by the grant program.</p> <p>Definitions:</p> <p>Victimization:</p> <p>Victimization can be physical or psychological; it also includes harm or adverse effects to youth's property.</p> <p>Short-term data:</p> <p>Totals reflect all youth served by the program followed or monitored for victimization during the reporting period.</p> <p>Sex trafficking:</p> <p>Sex trafficking in which a commercial sex act is induced by force, fraud, or coercion, or in which the person induced to perform such act has not attained 18 years of age. Include all youth tracked during the reporting period and youth victimized prior to program participation.</p> <p>Labor trafficking:</p> <p>The recruitment, harboring, transportation, provision, or obtaining of a person for labor or services through the use of force, fraud, or coercion for the purpose of subjection to involuntary servitude, peonage, debt bondage, or slavery. Include all youth tracked during the reporting period and youth victimized prior to program participation.</p>	<p>C. Of B, the number of program youth who were victimized during the reporting period.</p> <p>D. Percent victimized (C/B).</p> <p>E. Of youth tracked, the number of program youth who experienced violent victimization during the reporting period.</p> <p>F. Of youth tracked, the number of program youth who experienced nonviolent victimization during the reporting period.</p> <p>G. Of youth tracked, the number of all program youth identified as a sex trafficking victim during the reporting period.</p> <p>H. Of youth tracked, the number of new program youth identified as a sex trafficking victim during the reporting period.</p> <p>I. Of youth tracked, the number of all program youth identified as a labor trafficking victim during the reporting period.</p> <p>J. Of youth tracked, the number of new program youth identified as a labor trafficking victim during the reporting period.</p> <p>K. Of youth tracked, the number of all program youth identified as both a sex and labor trafficking victim during the reporting period.</p> <p>L. Of youth tracked, the number of new program youth identified as both a sex and labor trafficking victim during the reporting period.</p>
	<p>Number and percent of program youth who are victimized (long term).</p>	<p>The number of youth who exited the program 6–12 months ago who were tracked or monitored by the program during the reporting period and identified by staff or self as a new victim, by type of victimization. If a youth experienced multiple types of</p>	<p>A. Number of program youth who exited the program 6–12 months ago who the program is tracking or monitoring during the reporting period.</p>

		<p>victimization, count the youth in each relevant category.</p> <p>Definitions:</p> <p>Victimization:</p> <p>Victimization can be physical or psychological; it also includes harm or adverse effects to youth's property.</p> <p>Long-term data:</p> <p>Totals reflect all youth served by the program who exited the program 6–12 months ago and were followed or monitored for victimization during the reporting period.</p> <p>Sex trafficking:</p> <p>Sex trafficking in which a commercial sex act is induced by force, fraud, or coercion, or in which the person induced to perform such act has not attained 18 years of age.</p> <p>Labor trafficking:</p> <p>The recruitment, harboring, transportation, provision, or obtaining of a person for labor or services through the use of force, fraud, or coercion for the purpose of subjection to involuntary servitude, peonage, debt bondage, or slavery.</p>	<p>B. Of A, the number of program youth who exited the program 6–12 months ago who were victimized during the reporting period. C. Percent victimized (B/A). D. Of youth tracked, the number of program youth who exited the program 6–12 months ago who experienced violent victimization during the reporting period. E. Of youth tracked, the number of program youth who exited the program 6–12 months ago who experienced nonviolent victimization during the reporting period. F. Of youth tracked, the number of program youth who exited the program 6–12 months ago identified as a sex trafficking victim during the reporting period. G. Of youth tracked, the number of program youth who exited the program 6–12 months ago identified as a labor trafficking victim during the reporting period. H. Of youth tracked, the number of program youth who exited the program 6–12 months ago identified as both a sex and labor trafficking victim during the reporting period.</p>
	<p>Number and percent of youth who are revictimized (short term).</p>	<p>The number of youth identified by staff or self as a youth experiencing revictimization, by type of victimization, during the reporting period. Count youth as served by the program if they received a minimum of one service delivery, as defined by the grant program.</p>	<p>A. Number of program youth tracked during the reporting period for revictimization. B. Of A, the number of program youth who were revictimized. C. Percent revictimized (B/A).</p>

		<p>Definitions:</p> <p>Victimization:</p> <p>Victimization can be physical or psychological; it also includes harm or adverse effects to youth's property.</p> <p>Short-term data:</p> <p>Totals reflect all youth served by the program who were followed or monitored for revictimization during the reporting period.</p> <p>Sex trafficking:</p> <p>Sex trafficking in which a commercial sex act is induced by force, fraud, or coercion, or in which the person induced to perform such act has not attained 18 years of age.</p> <p>Labor trafficking:</p> <p>The recruitment, harboring, transportation, provision, or obtaining of a person for labor or services through the use of force, fraud, or coercion for the purpose of subjection to involuntary servitude, peonage, debt bondage, or slavery.</p>	<p>D. Of youth tracked, the number of program youth who experienced revictimization of violence during the reporting period.</p> <p>E. Of youth tracked, the number of program youth who experienced revictimization of nonviolence during the reporting period.</p> <p>F. Of youth tracked, the number of youth who experienced revictimization of sex trafficking during the reporting period.</p> <p>G. Of youth tracked, the number of program youth who experienced revictimization of labor trafficking during the reporting period.</p> <p>H. Of youth tracked, the number of program youth who experienced revictimization of both sex and labor trafficking during the reporting period.</p>
	<p>Number and percent of youth who are revictimized (long term).</p>	<p>The number of youth who exited the program 6–12 months ago who were tracked or monitored by the program during the reporting period and identified by staff or self as a youth experiencing revictimization, by type of victimization. If a youth experienced multiple types of revictimization, count the youth in each relevant category.</p> <p>Definitions:</p> <p>Victimization:</p>	<p>A. Number of program youth who exited the program 6–12 months ago tracked for revictimization.</p> <p>B. Of A, the number of program youth who were revictimized during the reporting period.</p> <p>C. Percent revictimized (B/A).</p> <p>D. Of tracked youth, the number of program youth who exited the program 6–12 months ago who experienced revictimization of violence during the reporting period.</p>

		<p>Victimization can be physical or psychological; it also includes harm or adverse effects to youth's property.</p> <p>Long-term data:</p> <p>Totals reflect all youth served by the program followed or monitored for revictimization 6–12 months after the reporting period.</p> <p>Sex trafficking:</p> <p>Sex trafficking in which a commercial sex act is induced by force, fraud, or coercion, or in which the person induced to perform such act has not attained 18 years of age.</p> <p>Labor trafficking:</p> <p>The recruitment, harboring, transportation, provision, or obtaining of a person for labor or services through the use of force, fraud, or coercion for the purpose of subjection to involuntary servitude, peonage, debt bondage, or slavery.</p>	<p>E. Of tracked youth, the number of program youth who exited the program 6–12 months ago who experienced revictimization of nonviolence during the reporting period.</p> <p>F. Of tracked youth, the number of program youth who exited the program 6–12 months ago who experienced revictimization of sex trafficking during the reporting period.</p> <p>G. Of tracked youth, the number of program youth who exited the program 6–12 months ago who experienced revictimization of labor trafficking during the reporting period.</p> <p>H. Number of all program youth who exited the program who experienced revictimization of both sex and labor trafficking during the reporting period.</p>
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Appendix B: Application Checklist

OJJDP FY 2019 Opioid Affected Youth Initiative

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 15)
- _____ Access Funding Opportunity and Application Package (see page 15)
- _____ Sign up for Grants.gov email [notifications](#) (optional) (see page 15)
- _____ 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

If No Grants.gov Receipt, and Validation or Error Notifications are Received:

- _____ Contact the Response Center at grants@ncjrs.gov to request to submit the application after the deadline because of unforeseen technical issues. (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 limits of up to \$1,000,000 per award.

Eligibility Requirement:

Eligible applicants are limited to states (including territories), units of local government, and federally recognized tribal governments as determined by the Secretary of the Interior.

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.

- Project Narrative (see page 10)
 - Budget Detail Worksheet (see page 12)
 - Budget Narrative (see page 12)
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- Application for Federal Assistance (SF-424) (see page 9)
 - Project Abstract (see page 10)
 - Program Narrative (see page 10)
 - Budget Detail Worksheet (including Narrative) (see page 12)
 - Indirect Cost Rate Agreement (if applicable) (see page 13)
 - Financial Management and System of Internal Controls Questionnaire (see page 13)
 - [Disclosure of Lobbying Activities \(SF-LLL\)](#) (see page 13)
 - Applicant Disclosure of Pending Applications (see page 13)
 - Applicant Disclosure and Justification – DOJ High-Risk Grantees (if applicable) (see page 13)
 - Disclosure of Process Related to Executive Compensation (see page 14)
 - Request and Justification for Employee Compensation; Waiver (if applicable) (see page 14)
 - Documentation of Anticipated Benefit to federally designated Qualified Opportunity Zones (if applicable) (see page 15)