



The **U.S. Department of Justice** (DOJ), **Office of Justice Programs** (OJP), **Office of Juvenile Justice and Delinquency Prevention** (OJJDP) (www.ojp.usdoj.gov/ojjdp), is pleased to announce that it is seeking applications for funding for the program of Research on the Commercial Sexual Exploitation of Children and Youth. This program furthers the Department's mission by supporting research into the effectiveness of intervention and prevention efforts that target youth who have been sexually exploited for commercial purposes in the United States and elsewhere.

Research on the Commercial Sexual Exploitation of Children and Youth

Eligibility

Applicants may be public agencies (including state agencies, units of local government, public universities and colleges, and tribal governments) and private organizations (including secular and faith-based nonprofit organizations).

(See "Eligibility," page 3)

Deadline

All applications are due by 8:00 p.m. E.T. on March 21, 2006.

(See "Deadline: Applications," page 3)

Contact Information

For assistance with the requirements of this solicitation, call the Child Protection Division of OJJDP at (202) 616-3637.

Applicants must submit their application through Grants.gov. For technical assistance with submitting the application, call the Grants.gov Customer Support Hotline at **1-800-518-4726**.

[Grants.gov/GMS number assigned to announcement]

CONTENTS

Overview	2
Deadline: Registration.....	3
Deadline: Application	3
Eligibility	3
Program-Specific Information	4
Goals, Objectives, and Deliverables	4
Award Information.....	5
Performance Measures.....	5
How To Apply.....	6
What an Application Must Include.....	6
Application for Federal Assistance (SF-424).....	6
Assurances and Certifications.....	6
Budget	6
Program Narrative.....	7
Statement of the Problem	7
Study Design	7
Description of the Research/Practice Partnership	8
Management and Organizational Capability	8
Other Attachments	9
Bibliography/References (If Applicable)	9
List of Key Personnel (Required)	9
Résumés of Key Personnel (Required).....	9
Indications of Support	9
Project Timeline (Required)	9
Geographic Information.....	9
Selection Criteria.....	10
Review Process	10
Additional Requirements.....	10
Appendix A: Application Checklist	12
Appendix B: Grants.gov Registration Checklist	13

Research on the Commercial Sexual Exploitation of Children and Youth

CDFA Number: 16.541

Overview

OJJDP is requesting proposals to study the commercial sexual exploitation of children and youth in the United States. The commercial sexual exploitation of children (CSEC) describes a constellation of crimes of a sexual nature committed against youthful victims (younger than 18 years old) primarily or entirely for financial or other economic reasons. These crimes include, for example, trafficking for sexual purposes, prostitution, sex tourism, mail-order-bride trade and early marriage, pornography, stripping, and sexual performances. While increased attention to this issue in recent years has led juvenile justice officials to develop a number of prevention and intervention programs aimed at exploited youth in the United States and elsewhere, these strategies¹ have not been evaluated to determine their effectiveness

Investigators may propose studies to address the research question(s) they feel are either most pressing or most likely to provide useful information to the practice and policy communities. Example topics may include (but are not limited to):

- Incidence and prevalence of victimization.
- Pathways to victimization.
- Characteristics of victims and offenders.
- Resiliency factors that help youth overcome risky or exploitative situations.
- The needs of exploited youth exiting exploitative situations.
- Evaluating promising programs and practices to prevent CSEC.
- Exploitation of boys and/or girls.
- Exploitation of children/youth of different age groups.

This solicitation is authorized under the Juvenile Justice and Delinquency Prevention Act of 2002, sections 5775–5777.

¹ Chase, E. and Statham, J. (2005). "Commercial and Sexual Exploitation of Children and Young People in the UK- A Review." *Child Abuse Review* Volume: 14 Issue:1 January-February 2005. Pages: 4 to 25.

Federal Agency Task Force for Missing and Exploited Children. (1997) "Special Joint Report: Federal Agency Task Force for Missing and Exploited Children."

Deadline: Registration

The [Grants.gov](https://www.grants.gov) registration deadline is March 14, 2006.

Deadline: Application

The due date for applying for funding under this announcement is March 21, 2006.

Eligibility

OJJDP invites applications from public agencies (including state agencies, units of local government, public universities and colleges, and tribal governments) and private organizations (including secular and faith-based nonprofit organizations) to conduct research on topics related to CSEC. Applications must demonstrate a research-practice partnership, in which researchers collaborate with state or local public or non-profit agencies to carry out the study. The applicant must fully document this partnership (see below).

For purposes of the application, the applicant must identify one of the partners as the lead and all other partners involved in the study. In addition to the research partner, potential practice partners might include one or more of the following:

- Law enforcement.
- K-12 education.
- Youth service providers.
- Public health organizations.
- Juvenile justice agencies.
- Juvenile and/or family courts.
- Child Protective Services.
- Rape crisis/sexual assault services.
- School Resource Officers.
- Internet Crimes Against Children Task Forces.

For research projects where there is no clear practitioner partner (for example, secondary analysis studies), applicants may suggest ways that practitioners could be involved in the interpretation of findings or exploring the implications of results.

The above are suggested partners only. Applications may include other relevant partners not listed above.

To be eligible for consideration, proposals must:

- Identify the research and practice agencies/organizations collaborating on the study as team partners.
- Include documentation of partnerships between researchers and service agencies, including administrative agreements or memoranda of understanding with organizations, agencies, and units of government involved in the research.
- Include in the project narrative a detailed discussion of the role each partner will play in the project (e.g., identification of sample, data collection, provision of administrative data).
- Submit a completed Privacy Certificate including informed consent procedures and confidentiality assurances.

Faith-Based And Other Community Organizations: Consistent with President George W. Bush's Executive Order 13279, dated December 12, 2002, and 28 C.F.R. Part 38, it is DOJ policy that faith-based and community organizations that statutorily qualify as eligible applicants under DOJ programs are invited and encouraged to apply for assistance awards to fund eligible grant activities. DOJ will consider faith-based and community organizations for awards on the same basis as any other eligible applicants and, if they receive assistance awards, DOJ will treat these groups on an equal basis with all other grantees in the administration of such awards. DOJ will not discriminate for or against any eligible applicant or grantee on the basis of its religious character or affiliation, religious name, or the religious composition of its board of directors or persons working in the organization.

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

Applicants are encouraged to review the Civil Rights Compliance requirements (see "Additional Requirements").

Program-Specific Information

Goals, Objectives, and Deliverables

The goal of this solicitation is to fund research that will broaden our understanding of issues around the commercial sexual exploitation of children and youth. This enhanced understanding will lead to improved policies and practices to protect youth and prevent exploitation.

Successful applicants will also produce the following deliverables:

- Semi-annual progress reports to OJJDP.
- A final technical report on the study due at the end of the project period.
- A bulletin manuscript for practitioners summarizing the findings of the study in non-technical language due at the end of the project period.

Award Information

OJJDP will award one or more cooperative agreements worth up to a total of \$1.3 million. OJJDP will determine the amount of each cooperative agreement based on the number of proposals the Office selects for funding and the amount that each proposal requests.

There is no match requirement for this award.

Performance Measures

To assist in fulfilling the Department’s responsibilities under the Government Performance and Results Act (GPRA), P.L. 103–62, applicants who receive funding under this solicitation must provide data that measures the results of their work. Performance measures for this solicitation are as follows:

Program Goal/Objective	Performance Measures	Data to Be Reported
Fund research that will broaden our understanding of issues around CSEC and lead to improved policies and practices to protect youth and prevent exploitation.	<p>Outcomes</p> <p>Percentage of deliverables completed on time.</p> <p>Percentage of deliverables that meet the agency’s expectations for depth, breadth, scope of study, pertinence, and readability.</p>	<ul style="list-style-type: none"> • Number of deliverables. • Number of deliverables completed on time. • Number of deliverables that meet agency’s expectations for depth, breadth, scope of study, pertinence, and readability.
	<p>Deliverables</p> <ul style="list-style-type: none"> • Semi-annual progress reports to OJJDP. • Final Technical Report on the study. • Bulletin for practitioners summarizing the findings of the study in non-technical language. • Study components completed according to approved work plan. 	

How To Apply

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

Grants.gov Instructions: Complete instructions can be found at <http://www.ojjdp.ncjrs.org/funding/grants.html>. If you experience difficulties at any point during this process, please call the Grants.gov Customer Support Hotline at 1-800-518-4726.

What an Application Must Include

Application for Federal Assistance (SF-424)

Applicants must complete the Application for Federal Assistance (SF-424), a standard form that most federal agencies use.

Applicants must provide the following information to complete the SF-424:

- **DUNS Number.** The Office of Management and Budget requires that all businesses and nonprofit applicants for Federal funds include a DUNS (Data Universal Numeric System) number in their application for a new award or renewal of an award. Applications without a DUNS number are incomplete. A DUNS number is a unique nine-digit sequence recognized as the universal standard for identifying and keeping track of entities receiving Federal funds. The identifier is used for tracking purposes and to validate address and point of contact information. The DUNS number will be used throughout the grant life cycle. Obtaining a DUNS number is a free, simple, one-time activity. Call 1-866-705-5711 or apply online at <http://www.dunandbradstreet.com> to obtain a number. Applicants must have a DUNS number *before* beginning the application process. Individuals are exempt from this requirement.
- **CFDA Number.** The Catalog of Federal Domestic Assistance (CFDA) number for this solicitation is 16.541, titled “Developing, Testing, and Demonstrating Promising New Programs,” and the funding opportunity number is [funding opportunity number].

Assurances and Certifications

Applicants are required to review and accept the “Assurances” and “Certifications Regarding Lobbying; Debarment, Suspension, and Other Responsibility Matters; and the Drug-Free Workplace Requirement” to receive federal funds under this program.

Budget (10 points)

Applicants must provide a budget that: (1) is complete, allowable, and cost effective in relation to the proposed activities; (2) shows the cost calculations demonstrating how the applicant arrived at the total amount requested; and (3) provides a brief supporting narrative to link costs with project activities.

Applicants must submit a budget that includes *both* a detailed worksheet itemizing all costs and a narrative explaining and justifying each budget item:

- **Budget Detail Worksheet.** The worksheet should provide the detailed computation for each budget line item and must list the cost of each item and show how the applicant calculated the cost. For example, costs for personnel should show the annual salary rate and the percentage of time that each employee paid through grant funds will devote to the project. The budget worksheet should present a complete and detailed itemization of all proposed costs.
- **Budget Narrative.** The narrative should describe each budget item and relate it to the appropriate project activity. The narrative should closely follow the content of the budget worksheet and justify all proposed costs. In the budget narrative, the applicant should explain how fringe benefits were calculated, how travel costs were estimated, why particular items of equipment or supplies must be purchased, and how overhead or indirect costs (if applicable) were calculated. The budget narrative should justify the specific items listed in the budget worksheet (particularly supplies, travel, and equipment) and demonstrate that all costs are reasonable.

A sample Budget Detail Worksheet form is available on the Grants/Funding section of OJP's Web site (www.ojp.usdoj.gov/forms.htm).

Please note: All funds listed in the budget will be subject to audit.

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 research study. The program narrative must be double spaced, use a standard 12-point font (Times New Roman is preferred), have 1-inch margins, and not exceed 25 pages. (Please number pages "1 of 25," "2 of 25," and so forth.) OJJDP may deem applications that do not adhere to this format to be ineligible and may not forward them to peer review.

The program narrative must address the following selection criteria:

1. Statement of the Problem

The applicant must clearly present the goal of the proposed research, outlining the research question(s) that the study will address. Applicants must demonstrate an understanding of the nature and scope of the CSEC problem in the United States through a thorough summary of relevant research literature. Applicants should discuss how the proposed project would enhance our understanding of CSEC and its effects and/or address a gap in existing research.

2. Study Design

Applicants must provide a detailed description of the proposed study design and discuss how the study design will address the research question(s) identified above. This section should describe in sufficient detail the research methods and analytic strategy the applicant will use. Qualitative and quantitative data collection methods may be

appropriate. The applicant should discuss the following key aspects of the proposed study:

- A. Sampling frame.
- B. Strategies for recruiting and retaining study participants.
- C. Expected response rates and follow-up procedures for nonrespondents.
- D. Data collection strategies and instruments.
- E. Data analysis techniques.
- F. Discussion of strengths and potential weaknesses in the design proposed.
- G. Discussion of human subjects and mandatory reporting issues, including plans for informed consent, safety issues for respondents who are victims of violence, and Institutional Review Board (IRB) review (see pages 9-10).
- H. Timeline for the study.

Applicants should develop a program design that will facilitate the gathering of data on the required performance measures (see appendix B on page 14).

3. Description of the Research/Practice Partnership

The applicant must identify the agencies/organizations that will make up the research-practice partnership and describe the partners' experience and expertise in conducting research and/or providing services in the area of commercial sexual exploitation of children and youth. This section should outline the role each partner will play in the proposed study and how participating in this study will benefit these partners. The applicant must include documentation of the partnership(s) between researchers and service agencies, including administrative agreements or memoranda of understanding with organizations, agencies, and units of government involved in the research. Documentation should be attached to the application under "Other Attachments" as described below and will not count against the 25-page limit for the narrative.

4. Management and Organizational Capability

Applicants must describe the roles and responsibilities of project staff and explain the program's organizational structure and operations. This section must describe:

- A. Qualifications and experience of proposed staff.
- B. Demonstrated ability of lead applicant staff to manage the research-practice partnership effort.
- C. Adequacy of the plan to manage the project, including how the applicant will subdivide various tasks and use resources.

- D. Successful past performance in managing and conducting research studies and research-practice partnership projects.

Other Attachments

Applicants must submit the following materials as attachments to their Grants.gov application.

Please note: Although OJJDP does not assign specific point values to the materials the applicant provides in the Other Attachments, the peer reviewers will, when appropriate, consider these items when rating applications. For example, reviewers will consider any resumes the applicant submits when assessing the management and organizational capabilities or will review project timelines when evaluating the applicant's project design. Peer reviewers will *not* review any additional information other than that specified below.

Other attachments (not counted against narrative page limit) include:

1. **Bibliography/References (If Applicable)**
2. **List of Key Personnel (Required)**
3. **Résumés of Key Personnel (Required)**
4. **Indications of Support**

The applicant should include letters of cooperation/support or administrative agreements from research-practice partnership organizations collaborating in the project. The agreements should outline the role of the collaborating agencies, including staff and resources to be devoted to the project (required).

5. **Project Timeline (Required)**
6. **Geographic Information**

To help OJP develop a geographic information system (GIS) strategic planning capacity, GMS applicants must provide the following two items of information on the geographic area(s) that the funded activity will serve ("service area(s)") in the formats specified below:

- **Physical address.** If the mailing address is a P.O. box, specify the physical address(es) of the location(s) where the applicant will provide services. If the mailing address is in a rural area with no street address, include the nearest street intersection. If the program has multiple service areas, include the required information for each.

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

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

- **Map and street description.** Please provide a road map (with local detail) with the service area(s) clearly depicted. Mark the map with information identifying the

grant application it is tied to, including applicant name, application number, and contact name and phone number. Also include a written description of streets bounding the service area. If GIS files are available, e-mail them to OJJDP's Mapping Section, attention: Sarah Breen at sarah.breen@usdoj.gov.

Selection Criteria

All applications that proceed to peer review will be rated on a 100-point scale. Point values for selection criteria are presented below:

- Budget (10 points).
- Statement of the Problem (20 points).
- Goals and Objectives (40 points).
- Project Design (20 points).
- Management and Organizational Capability (10 points).

See "What an Application Must Include" for detailed descriptions of the selection criteria.

Review Process

OJJDP is committed to ensuring a competitive and standardized process for awarding grants. OJJDP will screen applications initially to determine whether the applicant meets the eligibility requirements. A OJJDP peer review panel will evaluate, score, and rate only those applications that eligible applicants submit and that meet all other requirements (e.g., application is complete, meets formatting requirements, and is responsive to the programmatic requirements of the solicitation, etc).

Peer reviewers' ratings and any resulting recommendations are advisory only. The U.S. Department of Justice, which may give consideration to geographic distribution and regional balance when making awards, will make all final grant award decisions. Applicants can find detailed information about OJJDP's peer review process on the OJJDP Web site (ojjdp.ncjrs.org/funding/peerreview.html).

Additional Requirements

Information about the following additional requirements is available on the OJJDP Web site <http://www.ojp.usdoj.gov/otherrequirements.htm>:

- Civil Rights Compliance
- Confidentiality and Human Subjects Protections regulations
- Anti-Lobbying Act
- Financial and Government Audit Requirements
- National Environmental Policy Act (NEPA) compliance

- DOJ Information Technology Standards
- Single Point of Contact Review
- Non-Supplanting of State or Local Funds
- Criminal Penalty for False Statements
- Compliance with Office of the Comptroller Financial Guide [hyperlink]
- Suspension or Termination of Funding
- Funding to Faith-Based and Community Organizations (If Applicable)
- Non-profit Organization
- Government Performance and Results Act (GPRA)
- Rights in Intellectual Property.

OJJDP strongly encourages applicants to review the information pertaining to these additional requirements prior to submitting their application. Additional information for each can be found on the OJP Web site, <http://www.ojp.usdoj.gov/otherrequirements.htm>.

Appendix A: Application Checklist

Research on the Commercial Sexual Exploitation of Children and Youth

Applicants must submit all applications electronically through Grants.gov.

- Application for Federal Assistance (SF-424).**
- Assurances and Certifications** must be reviewed and accepted online by the applicant's authorizing official.
- Budget Detail Worksheet** must include a worksheet that identifies and a narrative that justifies all proposed costs.
- Program Narrative** must present a statement of the problem, outline the project's goals and objectives, describe the project design, and detail the applicant's management and organizational capability.
- Other Attachments** must include the following:
 - Resumes of key personnel, project timelines
 - Memoranda of understanding from collaborating agencies

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

Due Dates

- Applicants must register by 8:00 pm ET March 14, 2006.
- Applicants must submit completed applications by 8 P.M. ET March 21, 2006.

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

Grants.gov: <http://www.grants.gov>

Customer Support: 800-518-4726

Appendix B: Grants.gov Registration Checklist

Organizations that have not previously registered with Grants.gov but who wish to apply for this solicitation must complete the following steps to gather the information needed to register.

- Get a DUNS number.** Organizations may call the toll-free request line at 1–866–705–5711 to obtain a DUNS number at no cost.
- Register with the Central Contractor Registry (CCR).** Organizations wishing to apply for funds through Grants.gov must register with the Central Contractor Registry. Go to www.ccr.gov or click the “Register with Central Contractor Registry (CCR)” link in Grants.gov and follow the registration instructions. During this process, your organization will be asked to designate one person to serve as the organization’s e-Business Point of Contact (EBiz POC).
- Designate an Authorized Organization Representative (AOR).** The e-Biz POC may authorize other individuals within their organization to submit applications through Grants.gov. If the AOR has not previously registered with Grants.gov, he/she should click on the “Complete First-Time Registration [Required]” link and provide the requested information. Once the registration is complete, the organization’s EBiz POC will be notified by e-mail and asked to approve the AOR.
- Register with a Credential Provider.** As part of the Grants.gov registration process, organizations will be asked to register with a credential provider. Click on the “Register with a Credential Provider” link and follow the instructions to register.

Definitions

The **E-Business Point of Contact (EBiz POC)** determines who is allowed to submit grant application packages via Grants.gov on behalf of an organization. This safeguards an organization from individuals who may attempt to submit grant application packages without permission. Only one EBiz POC is assigned per each organization’s DUNS number.

The **Authorized Organization Representative (AOR)** will have the ability to submit applications on behalf of an organization. This privilege should be provided only to those individuals who currently have signature authority for submitting grant applications. The name of the individual designated as an AOR will be populated by the system in grant application package forms, which require signatures. An organization can assign as many AORs as necessary.

More detailed instructions about registering with and applying for funds through Grants.gov are available on OJJDP’s Web site (<http://ojjdp.ncjrs.org/funding/gms.html>).

Applicants experiencing difficulties should call the Grants.gov customer support hotline at 800–518–4726.

Grants.gov: <http://www.grants.gov>

Customer Support: 800–518–4726