



# **Internet Crimes Against Children Program**

Fiscal Year 2006  
Continuation Funding  
Program Announcement

Due Date: January 30, 2006

**OJJDP**

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**U.S. Department of Justice**  
**Office of Justice Programs**  
**Office of Juvenile Justice and Delinquency Prevention**  
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The Office of Juvenile Justice and Delinquency Prevention is a component of the Office of Justice Programs, which also includes the Bureau of Justice Assistance, the Bureau of Justice Statistics, the National Institute of Justice, and the Office for Victims of Crime.

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# Internet Crimes Against Children Program Continuation Funding

## Overview

The Internet Crimes Against Children (ICAC) Task Force Program helps state and local law enforcement agencies develop an effective response to online enticement and child pornography cases. This assistance encompasses forensic and investigative components, training and technical assistance, victim services, and community education. ICAC Task Forces have been established throughout the nation.

The ICAC Program was developed in response to the increasing number of children and teenagers using the Internet, the proliferation of child pornography, and the heightened online activity by sexual predators searching for unsupervised contact with underage victims. The FY 1998 Justice Appropriations Act (Pub. L. No. 105–119) directed OJJDP to create a national network of state and local law enforcement task forces to investigate cases of child sexual exploitation (i.e., ICAC).

## Statutory Authority

The ICAC Task Force Program is funded under Title IV of the Juvenile Justice and Delinquency Prevention Act, 42 U.S.C. §§ 5775-5777.

## Award Information

OJJDP intends to award continuation funding to as many as 29 cooperative agreements under the FY 2006 ICAC Task Force Program. Funding amounts will vary among the recipient agencies. Program and budget periods will fall between 18 and 24 months. Individual task forces are funded through a cooperative agreement with OJJDP.

## Major Tasks and Deliverables

The ICAC program is a national network of 45 multi-agency, multi-jurisdictional task forces engaged in proactive investigations, forensic examinations, and effective prosecutions. Additionally, the task forces provide forensic, prevention, and investigation assistance to parents, educators, prosecutors, law enforcement and to others concerned with child victimization issues.

Applicants must explain how they will help state and local law enforcement agencies improve effectiveness and achieve sustainability in responding to online child victimization and child pornography. Applicants must focus resources toward the five core components of the ICAC Program: (1) investigations, (2) forensics, (3) prosecution, (4) capacity building, and (5) public education. While investigations and investigative capacity building are the cornerstones of the ICAC Program and should be the primary focus, community outreach and prevention efforts need to be enhanced.

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## Eligibility

Only those state and local law enforcement and prosecutorial agencies that OJJDP has identified and the current training and technical assistance award recipients are eligible to receive FY 2006 ICAC Task Force Program Continuation Funding. OJJDP will not accept applications from applicants who are not currently receiving funds under the ICAC Task Force Program.

## Review Process

OJJDP is committed to ensuring a standardized process for awarding grants. OJJDP will initially screen applications to determine whether the applicant meets all the eligibility criteria. OJJDP will accept only 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.). Funding under this program announcement is not competitive.

## GMS Registration

Applicants must submit all applications responding to this program announcement online through OJP's Grants Management System (GMS) (<https://grants.ojp.usdoj.gov>).

Applicants must register for this solicitation by selecting "OJJDP FY06/ICAC" from the Funding Opportunities page in GMS. To register, applicants must select "Apply Now," read the warning message that appears, and select "Continue." **The deadline for applicants to register on GMS is January 3, 2006.**

## Application for Federal Assistance (SF-424)

Applicants must complete the Overview, Applicant Information, and Project Information sections of GMS. These sections provide the information needed to generate 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.** Applicants can call 800-333-0505 to request a free DUNS number. Applicants must have a DUNS number *before* they begin the application process.
- **CFDA Number.** The Catalog of Federal Domestic Assistance (CFDA) number for this solicitation is 16.543, titled "Missing Children Assistance."
- **Type of Application.** Select "New" in the drop-down menu for "Type of Application."

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## Assurances and Certifications

Applicants are required to review and accept the “Other Requirements” (see appendix A, on page 8) to receive federal funds under this program. To accept the Assurances and Certifications in GMS, select the Assurances and Certifications link and click the “Accept” button at the bottom of the screen. Verify that the contact information (name, address, phone number, fax number, and e-mail address) for the applicant’s authorizing official is correct.

## Budget Detail Worksheet (Attachment #1)

The Budget Detail Worksheet—which the applicant must submit as a Microsoft Word document (.doc), Excel worksheet (.xls), PDF file (.pdf), or text document (.txt)—must include both a detailed worksheet itemizing all costs and a narrative explaining and justifying each budget item. *The file name of the attachment should include the words “budget detail worksheet” (e.g., budget\_detail\_worksheet.doc).* Applicants must submit a budget that includes both a detailed worksheet itemizing all costs and a narrative explaining and justifying each budget item: The Budget Detail Worksheet must address the following selection criteria:

- **Budget Detail Worksheet.** The worksheet should provide the detailed computation for each budget line item. The worksheet must list the cost of each item and show how the grantee 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 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. It 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](http://www.ojp.usdoj.gov/forms.htm)).

*Please note: total costs that grantees specify in their complete budget must match the amount they provide in the Estimated Funding section of the Project Information screen in GMS. All funds listed in the budget will be subject to audit.*

**Match requirement: There is no match requirement of this program.**

## Program Narrative (Attachment #2)

The ICAC Program seeks to maintain and expand state and regional ICAC Task Forces to address technology-facilitated child exploitation. These task forces work in concert as a national network of law

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enforcement and prosecutorial agencies that prevent, interdict, and investigate ICAC offenses. The program requires existing task forces to develop multijurisdictional, multiagency responses to ICAC offenses through providing funding and other forms of ongoing support to other state and local law enforcement agencies as a means to help them acquire the necessary knowledge, personnel, and specialized equipment.

In preparing the program narrative, applicants must explain how they will focus resources toward the five core components of the ICAC Program: (1) investigations, (2) forensics, (3) prosecution, (4) capacity building, and (5) public education. While investigations and investigative capacity building are the cornerstones of the ICAC Program and should be the primary focus, community outreach and prevention efforts need to be enhanced. Grantees may use grant funds to support other program-related activities; however, in their applications, applicants must convey a strong investigative component that fits within the regional and national program framework.

The Program Narrative must include five separate sections: Project Abstract, Problems To Be Addressed, Goals and Objectives, Project Design/Strategy, and Management and Organizational Capability. Each of these sections is described below.

### **1. Project Abstract**

This section should not exceed 200 words and should briefly describe the project's purpose, summarize the activities that the applicant will implement to achieve the project's goals and objectives, and identify the population the applicant will serve with grant funds.

### **2. Problems to Be Addressed**

This section must identify the problem(s) or issue(s) the applicant will address with this project. Applicants should use local data to provide evidence that the problem(s) exists, demonstrate the size and scope of the problem, and document the effects of the problem on the target population(s). Applicants should also explain previous and/or current attempts to address the problem(s) and the result(s) of these attempts.

### **3. Goals and Objectives**

This section must outline how the agency will incorporate the goals of the national ICAC Program and the recently adopted strategic plan into measurable operational success. The specific goals and objectives that the applicant must address in the application include detail on how the task force will:

- Serve as a resource for all communities and agencies within the geographic area of responsibility.
- Conduct both proactive and reactive investigations.
- Serve as a forensic resource.
- Effectively prosecute cases at the local, state, and federal levels.

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- Effectively respond in a timely manner to referrals from agencies (other task forces, federal partners, Cybertipline, etc.).
  - Engage in law enforcement and community outreach activities to include: training, technical assistance, and prevention and education activities.
  - Formalize law enforcement partnerships through written agreements (for example, memorandums of understanding).
  - Provide financial assistance to partner agencies.
  - Require that partner agencies adopt ICAC Task Force Investigative Standards as policy to leverage support.
  - Fully participate in nationally coordinated investigations (for example, Peer Precision).

If the project has received funding previously or is ongoing, applicants must address in this section what progress they have made in meeting the goals and objectives for the project over the last 12 months or since the project funding began. Applicants should also briefly describe key successes and challenges that the project has faced.

#### **4. Project Design and Strategy**

This section must illustrate what the applicant proposes to do and how the task force intends to do it. The strategy should discuss the program's concept, identify the program's target population(s) and target area(s), and explain how this strategy will achieve the goals and objectives (i.e., program logic model). This strategy must include detail on expansion efforts that include other state and/or local and federal law enforcement and prosecution officials. This section must detail and specifically describe how the project will operate during the funding cycle. It must discuss plans for sustainability or how the program will operate beyond the federal funding period. This section must also include a plan for evaluating the effectiveness of the project. Applicants should explain what they will measure, who will measure it, and how they will use evaluation findings.

This section should also include details on any leveraged resources (cash or in-kind) from local sources to support the project.

To ensure compliance with the Government Performance and Results Act, Public Law 103-62, applicants are required to collect and report data which measure the results of the activities they implement with this grant (see appendix B on page 13). OJJDP will determine specific performance measures on a case-by-case basis after reviewing the applicant's goals and objectives and program design/strategy, and will negotiate performance measures with grantees post-award. Grantees' cooperation in obtaining this information will facilitate future program planning and will allow OJP to provide Congress with measurable program results of federally funded programs.



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## 5. Management and Organizational Capability

This section must discuss how the applicant will manage or locally staff the project. This section must describe the experience and capability of your organization and any intended contractors to effectively implement and manage this effort and its funding from the federal government.

## Other Attachments (Attachments #3)

Applicants must submit the following materials as attachments to their GMS application. *The file name for each attachment should describe its contents (e.g., timeline.doc, memorandums.doc, etc.).* The four attachments—which the applicant must submit as a Microsoft Word document (.doc), Excel worksheet (.xls), PDF file (.pdf), or text document (.txt)—are described below:

- An annualized project timeline containing each project goal, related objective, activity, expected completion date, and responsible person or organization.
- Résumés of all key personnel. Provide job descriptions outlining roles and responsibilities for all key positions that are currently vacant.
- Letters of support and commitment and memorandums of understanding (where appropriate).
- Other attachments as needed.

**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 grantee 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](mailto:sarah.breen@usdoj.gov). .

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## Due Date

Applicants must register for this funding opportunity by January 3, 2006, and submit their application online through OJP's Grants Management System (<https://grants.ojp.usdoj.gov>) by 8:00 pm. ET, January 30, 2006.

## For Additional Information

If you have questions about this program announcement, contact Christopher Holloway, Program Manager, at [Christopher.holloway@usdoj.gov](mailto:Christopher.holloway@usdoj.gov). To address financial issues, contact the OJP Office of the Comptroller, Customer Service Center at 1-800-458-0786 (press 2) or go to [ask.oc@usdoj.gov](mailto:ask.oc@usdoj.gov).

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## Appendix A: Other Requirements

### Anti-Lobbying Act

Applicants should be aware that the Anti-Lobbying Act, 18 U.S.C. § 1913, recently was amended to expand significantly the restriction on the use of appropriated funding for lobbying. This expansion also makes the anti-lobbying restrictions enforceable via large civil penalties, with civil fines between \$10,000 and \$100,000 per each occurrence of lobbying activity. These restrictions are in addition to the anti-lobbying and lobbying disclosure restrictions imposed by 31 U.S.C. § 1352. The Office of Management and Budget (OMB) is currently amending the OMB cost circulars and the common rule (codified at 28 CFR part 69 for U.S. Department of Justice grantees) to reflect these modifications. However, in the interest of full disclosure, all applicants must understand that they may not use any federally appropriated funding made available under this grant program, either directly or indirectly, to support the enactment, repeal, modification, or adoption of any law, regulation, or policy, at any level of government, without the express approval by OJP. Any violation of this prohibition is subject to a minimum \$10,000 fine for each occurrence. This prohibition applies to all activity, even if currently allowed within the parameters of the existing OMB circulars.

### Civil Rights Compliance

All recipients of federal grant funds are required to comply with nondiscrimination requirements contained in various federal laws. In the event that a court or administrative agency due process hearing makes a finding of discrimination on grounds of race, color, religion, national origin (see also “Services to Limited English Proficient (LEP) Persons” on page 11), gender, disability, or age, the recipient of funds must forward a copy of the finding to the Office of Civil Rights, Office of Justice Programs. All applicants should consult the Assurances they are required to submit with the application to understand the applicable legal and administrative requirements.

### Confidentiality and Human Subjects Protection

Applicants should be aware of the U.S. Department of Justice’s requirements for privacy and confidentiality in research and statistical efforts, as stipulated by 42 U.S.C. § 3879g. The U.S. Department of Justice has issued a specific regulation concerning the implementation of this statutory requirement in 28 CFR Part 22. In accordance with 28 CFR Part 22, applicants requesting funds for research or statistical activities must submit a Privacy Certificate with the application. The Privacy Certificate should ensure that the applicant has appropriate policies and procedures in place to protect the confidentiality of data identifiable to private persons. Specifically, the Privacy Certificate must comply with the requirements of 28 CFR § 22.23. OJJDP has developed guidelines for preparing a Privacy Certificate in accordance with the confidentiality regulation. Copies of the Privacy Certificate Guidelines, a Privacy Certificate Face Sheet, and a Sample Attachment for a Privacy Certificate are available on the OJJDP Web site ([ojjdp.ncjrs.org/funding/privacy.pdf](http://ojjdp.ncjrs.org/funding/privacy.pdf)). Applicants are further advised that an institutional review board<sup>1</sup> (IRB), in accordance with U.S. Department of Justice regulations at 28 CFR Part 46, must review any project that will involve the use

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<sup>1</sup> Institutional Review Boards (IRBs) are the governing bodies that assure that data collection efforts are in accordance with all relevant local, state, and federal laws to protect human subjects. Background information on IRBs is available from the

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of human research subjects. IRB review is not required prior to submission of the application. However, if OJJDP makes an award and the project involves research using human subjects, OJJDP will place a special condition on the award requiring that an appropriate IRB approve the project before OJJDP will disburse federal funds for activities involving human subjects. Applicants should include plans for IRB review, where applicable, in the project timeline they submit with the proposal. A copy of “Confidentiality of Identifiable Research and Statistical Information (28 CFR Part 22)” is available on the OJJDP Web site ([ojjdp.ncjrs.org/funding/confidentiality.pdf](http://ojjdp.ncjrs.org/funding/confidentiality.pdf)).

## Coordination of Federal Efforts

To encourage better coordination among federal agencies in addressing state and local needs, the U.S. Department of Justice requests that applicants provide information on the following: (1) active federal grant award(s) supporting this or related efforts,<sup>2</sup> including awards from the U.S. Department of Justice; (2) any pending application(s) for federal funds for this or related efforts; and (3) plans for coordinating any funds described in items (1) or (2) with the funding that this application seeks. For each federal award, applicants must include the program or project title, the federal grantor agency, the amount of the award, and a brief description of its purpose.

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National Institute of Justice ([www.ojp.usdoj.gov/nij/humansubjects/index.html](http://www.ojp.usdoj.gov/nij/humansubjects/index.html)) and the U.S. Department of Health and Human Services ([www.hhs.gov/ohrp/](http://www.hhs.gov/ohrp/)).

Most local and state governments, colleges and universities, hospitals, and private contract research firms have IRBs in place. Agencies that might help you find an IRB to review your data collection plans for the purpose of the application include a local jail, hospital, mental health treatment facility, public health agency, community college, or 4-year college or university. Try calling these agencies, explain that you are submitting an application for federal funding and are required to collect data on the children you serve, and you therefore need IRB clearance and ask if they have ever encountered this situation and what they did about it. It is likely that at least one of these agencies will have some experience they would be willing to share.

IRB reviews are now available from for-profit organizations, if the potential applicant does not have access to an IRB through his/her own institution. They cost about \$6,000–\$10,000, and those costs would need to be built into the first year's budget. Query the term “Institutional Review Board” with any Internet search engine to find those firms.

You do not need to have IRB clearance at the time you submit your application to OJJDP. In your application, you can outline the process for getting IRB clearance in your community. If possible, you should start the process, so that you could say in your application that an IRB is reviewing your study/plan/design and give the expected date for final clearance. Applicants are not required to get final clearance until/if they are funded. In fact, some IRBs won't review a study until after funding is secured.

<sup>2</sup> “Related efforts” is defined for these purposes as one of the following: efforts for the same purpose (i.e., the proposed award would supplement, expand, complement, or continue activities funded with other federal grants); another phase or component of the same program or project (e.g., to implement a planning effort using other federal funds or to provide a substance abuse treatment or education component within a criminal justice project); or services of some kind (e.g., technical assistance, research, or evaluation) rendered to the program or project described in the application.

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## Financial and Government Audit Requirements

Federal grants are governed by the provisions of the OMB circulars applicable to financial assistance and OJP's *Financial Guide*, which is available from the OJP Web site ([www.ojp.usdoj.gov/oc](http://www.ojp.usdoj.gov/oc)). The *Guide* includes information on allowable costs, methods of payment, audit requirements, accounting systems, and financial records. This document will govern how all successful applicants administer funds.

The state and local units of government, institutions of higher education, and other nonprofit institutions must comply with the organizational audit requirements of OMB circular A-133, which states that recipients who expend \$500,000 or more of federal funds during their fiscal year are required to submit an organizationwide financial and compliance audit report to their cognizant federal agency within 9 months after the close of each fiscal year during the term of the award.

Grantees must comply with the following OJP reporting requirement:

- **Financial status reports (SF 269).** Grantees must submit these financial reports quarterly by the 45th day following the end of each calendar quarter, and a final report is due 120 days following the end of the award period. Grantees may file SF-269 forms online through the Internet at <https://grants.ojp.usdoj.gov>. Grant recipients who do not submit SF-269 reports by the due date will be unable to drawdown funds.
- **Categorical Assistance Progress Reports (OJP Form 4587/1).** Grantees should complete and submit these semiannual reports within 30 days after the end of the reporting periods, which are June 30 and December 31 for the life of the award. Grantees should submit progress reports online through GMS using the "Application" module. Grantees may address questions to the GMS Help Desk at 1-888-549-9901.

## Faith-Based and 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 OJP policy that faith-based and community organizations that statutorily qualify as eligible applicants under OJP programs are invited and encouraged to apply for assistance awards to fund eligible grant activities. OJP will consider faith-based and community organizations for awards on the same basis as any other eligible applicants and, if they receive assistance awards, OJP will treat these groups on an equal basis with all other grantees in the administration of such awards. OJP 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 OJP 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 OJP 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 OJP grant funds; rather, the grantee must separate such religious activity in time or place from the OJP funded program. Further, participation in such activity

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by individuals receiving services must be voluntary. Programs that OJP funds are not permitted to discriminate in the provision of services on the basis of a beneficiary's religion.

## Services to Limited English Proficient (LEP) Persons

Recipients of OJP financial assistance are required to comply with several Federal civil rights laws, including Title VI of the Civil Rights Act of 1964 ("Title VI") and the Omnibus Crime Control and Safe Streets Act of 1968 ("Safe Streets Act"), as amended. These laws prohibit discrimination on the basis of race, color, religion, national origin, and sex in the delivery of services.

National origin discrimination includes discrimination on the basis of limited English proficiency (LEP). To ensure compliance with Title VI and the Safe Streets Act, recipients are required to take reasonable steps to ensure that LEP persons have meaningful access to their programs. Meaningful access may entail providing language assistance services, including oral and written translation, where necessary. *OJP encourages grantees to consider the need for language services for LEP persons they serve or encounter both in developing their proposals and budgets and in conducting their programs and activities. OJP considers reasonable costs associated with providing meaningful access for LEP individuals to be allowable program costs.*

The U.S. Department of Justice has issued guidance for grantees to assist them in complying with Title VI requirements. The guidance document can be accessed on the Internet at [www.lep.gov](http://www.lep.gov), by contacting OJP's Office for Civil Rights at 202-307-0690, or by writing to the following address:

Office for Civil Rights  
Office of Justice Programs  
U.S. Department of Justice  
810 Seventh Street NW., 8th Floor  
Washington, DC 20531

## Single Point of Contact Review

Executive Order 12372 requires applicants from state and local units of government or other organizations providing services within a state to submit a copy of the application to the state Single Point of Contact (SPOC) if one exists and if the state has selected this program for review. A list of state SPOCs is available on the OMB Web site ([www.whitehouse.gov/omb/grants/spoc.html](http://www.whitehouse.gov/omb/grants/spoc.html)). Applicants must contact their state SPOCs to determine whether the state has selected their programs for review. The applicant should enter the date that it sent the application to the SPOC or the reason such submission is not required in Block 3 of the Overview section of the GMS application.

## Information Technology Standards Compliance

As appropriate, all equipment and software that grantees develop under awards that result from this solicitation must comply with U.S. Department of Justice Information Technology interface standards, including the National Criminal Intelligence Sharing Plan (see [http://it.ojp.gov/documents/National\\_Criminal\\_Intelligence\\_Sharing\\_Plan.pdf](http://it.ojp.gov/documents/National_Criminal_Intelligence_Sharing_Plan.pdf)), Global Justice XML Data Model (see <http://it.ojp.gov/jxdm/>), and the Law Enforcement Information Sharing Plan (LEISP). A list of

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additional standards can be found at the OJP Standards Clearinghouse (<http://it.ojp.gov/jsr/intro/intro03.html>).

## Suspension or Termination of Funding

OJJDP may suspend funding in whole or in part, terminate funding, or impose other sanctions on a recipient for the following reasons:

- Failing to comply substantially with the requirements or statutory objectives of the appropriate Act, program guidelines issued thereunder, or other provisions of federal law.
- Failing to make satisfactory progress toward the goals, objectives, or strategies set forth in the application.
- Failing to adhere to the requirements in the agreement, standard conditions, or special conditions.
- Proposing or implementing substantial plan changes to the extent that, if originally submitted, the application would not have been selected for funding.
- Failing to submit reports.
- Filing a false certification in this application or other report or document.

Before imposing sanctions, OJJDP will provide reasonable notice to the recipient of its intent to impose sanctions and will attempt to resolve the problem informally. Hearing and appeal procedures will follow those in U.S. Department of Justice regulations in 28 CFR Part 18.

## Appendix B: Performance Measures

The Government Performance and Results Act (GPRA), Public Law 103–62, requires that recipients of federal grant awards collect, analyze, and report data that measure the results of strategies implemented with federal funds. To ensure compliance with GPRA, grantees are required to collect and report data which measure the results of the program implemented with this grant. The following performance measures are required:

Program Goal/Objective	Performance Measures	Data to be reported
<p>Maintain and expand state and regional ICAC task forces to address technology-facilitated child exploitation in order to prevent, interdict, and investigate ICAC offenses.</p> <p>Improve task force effectiveness in handling technology-facilitated child exploitation in order to prevent, interdict, and investigate ICAC offenses.</p>	<p><b>Outcomes</b></p> <p>Percent increase in number of ICAC-related arrests.</p> <p><b>Outputs</b></p> <p>Number of partner agencies engaged in ICAC task force work at the local, state and regional level.</p> <p>Number of investigative technical assistance sessions that ICAC task forces provide to non-member law enforcement agencies.</p> <p>Number of computer forensic technical assistance examinations that ICAC task forces provide to non-member law enforcement agencies.</p>	<ul style="list-style-type: none"> <li>• Number of ICAC-related arrests during reporting period.</li> <li>• Number of agencies that sign memorandum certifying compliance with ICAC program guidelines.</li> <li>• Number of investigative technical assistance sessions that ICAC task forces provide to non-member law enforcement agencies.</li> <li>• Number of computer forensic technical assistance examinations that ICAC task forces provide to non-member law enforcement agencies.</li> </ul>

Award recipients are required to collect and report data in support of these measures. Recipients' assistance in obtaining this information will facilitate future program planning and will allow OJP to provide Congress with measurable program results of federally funded programs.



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## Appendix C: Application Checklist

### Internet Crimes Against Children Task Force Program Continuation Funding

Applicants must submit all applications electronically through OJP's Grants Management System (GMS).

- Application for Federal Assistance (SF-424) is generated by completing the Overview, Applicant Information, and Project Information screens in GMS.
- Assurances and Certifications must be reviewed and accepted online by the applicant's authorizing official.
- Budget Detail Worksheet (Attachment #1) must include a worksheet that identifies and a narrative that justifies all proposed costs.
- Program Narrative (Attachment #2) 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 (Attachments #3) must include the following: Annualized project timeline containing each project goal, related objective, activity, expected completion date, and responsible person or organization; résumés of all key personnel. Provide job descriptions outlining roles and responsibilities for all key positions that are currently vacant; letters of support and commitment and memorandums of understanding (where appropriate); and other attachments as needed.

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

#### Deadlines

- Applicants must register on GMS by January 3, 2006.
- Applicants must submit completed applications by 8 pm. ET January 30, 2006.

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

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GMS: <https://grants.ojp.usdoj.gov>

GMS Help Desk: 888-549-9901