

## **OJJDP FY 2009 Tribal Youth Program (TYP)**

### **Frequently Asked Questions**

#### **1. Who is eligible to apply to this solicitation?**

Only federally recognized tribes whose names appear in Volume 73, Number 66, of the Federal Register (pp.18553-18557) are eligible to apply.

#### **2. Can two or more tribes partner on an application?**

Two or more tribes may partner to apply. However, one tribe must assume fiduciary responsibility and submit the application on behalf of the partnership. This tribe will be identified as the “primary agency” for purposes of administration and management of the award.

#### **3. When should applicants register in the Grants Management System (GMS)?**

Applicants must submit their applications through the Office of Justice Programs’ (OJP’s) [online GMS](#). Applicants should begin the process a few weeks prior to the GMS registration deadline, especially if this is the first time they have used the system. Each application requires a separate GMS registration. In consulting the [step-by-step guide](#), refer to the section titled “External Overview: Locating & Applying for Funding Opportunities.” For additional assistance, call the GMS Support Hotline at 1–888–549–9901, option 3, 7:00 a.m. to 9:00 p.m., Eastern Time.

#### **4. Are matching funds required?**

Matching funds are not required under TYP, and adding matching funds will not enhance your application.

#### **5. How may an applicant determine what costs are allowable?**

Refer to the [OJP Financial Guide](#) to determine whether specific costs are allowable.

#### **6. Is a tribal resolution required with the application?**

OJJDP requires that all successful applicants submit a signed copy of a tribal resolution documenting support for their application. At a minimum, all applicants must submit an unsigned, draft copy of the tribal resolution as part of their application, and, if selected, they must submit a signed copy to OJJDP within 30 days of receipt of an award. If an applicant fails to submit a copy of the tribal resolution as part of their application, OJJDP will eliminate them from funding consideration.

#### **7. What training and technical assistance requirements are associated with this award?**

OJJDP requires all newly awarded TYP grantees to attend a mandatory orientation meeting in Washington, DC, during year 1 of the project. OJJDP also requires grantees to attend an annual Tribal Grantee Regional Cluster Meeting in years 2 and 3 of the project.

In addition in the first year of the project, OJJDP will provide newly-funded grantees mandatory, intensive training and technical assistance to help them develop a comprehensive strategic plan and the capacity to collect and utilize performance management and program evaluation data. This training and technical assistance includes a mandatory Strategic Planning Training in year 1 of the project. At the conclusion of the first year of the grantee’s project period (September 30, 2010), OJJDP will require awardees to submit an approved strategic plan that outlines their

comprehensive plan to implement, monitor, and sustain the goals and objectives of their applications and documents the achievement of designated milestones. Please see pages 15 and 16 of the solicitation for more information, including how these requirements impact the applicant's budget.

**8. Does the SMART requirement, cited in the checklist, apply to this solicitation?**

SMART was removed as a requirement just prior to posting the TYP solicitation. However, it was not removed from the checklist. The SMART requirement should be disregarded, and applicants will not be penalized for not addressing it.

**9. What are the TYP reporting requirements?**

TYP grantees must submit a categorical assistance progress report (CAPR) through [GMS](#) semi-annually on January 30 for the period of July 1 through December 30 of the previous year and July 30 for the period of January 1 through June 30. They must also submit their performance measure data for this same period through the [Data Collection Technical Assistance Tool](#) and upload a copy of this report into GMS along with their CAPR.

Financial reports are submitted in GMS and are due quarterly on the following dates:

Reporting Quarter	Due Not Later
January 1 - March 31	May 15
April 1 - June 30	August 14
July 1 - September 30	November 14
October 1 - December 31	February 14

**10. How may applicants identify their programs' mandatory performance measures?**

TYP's performance measures are identified in the solicitation. Applicants can also visit OJJP'S [Performance Measures Web page](#) for additional information about performance measures.

**11. Can applicants make changes to their applications after they submit it?**

No, once applicants submit their applications in GMS, they will not be able to revise their applications nor add additional attachments.