

## **Tribal Youth Program Training and Technical Assistance Solicitation Applicant Call-In Session**

The Office of Juvenile Justice and Delinquency Prevention (OJJDP) held an applicant call-in session on February 20, 2007. Participating OJJDP staff included Tribal Youth Policy (TYP) Coordinator Laura Ansera, Program Manager Patrick Dunckhorst, and Program Manager Ruby Qazilbash. In the following section, the questions from callers are in bold face, and OJJDP's response follows.

Ruby Qazilbash detailed for the potential applicants what are the solicitation's requirements and how to use Grants.gov for submitting their applications. She then clarified what states comprise the three service delivery areas for the Tribal Youth Program:

- **Pacific Northwest:** Alaska, Idaho, Montana, Oregon, Washington, Wyoming.
- **West-Southwest:** Arizona, California, Colorado, Nevada, New Mexico, Oklahoma, Texas, Utah.
- **East-Central:** All remaining states with federally recognized tribes.

Ruby offered two corrections to responses provided during the previous training and technical assistance (T&TA) conference call:

- Funding for the current technical assistance (TA) provider is \$525,000.
- The current TA provider has 2.5 full-time employees dedicated to the project.

### **Questions and Answers:**

- **What is the maximum consultant rate that the awardee may charge to the cooperative agreement?**  
The maximum allowable consultant rate is \$450 a day. OJJDP will approve, on a case-by-case basis, consultant rates in excess of \$450 a day that are part of the original application if the applicant provides the appropriate justification and supporting data. Applicants should refer to the *OJP Financial Guide* on the OJP Web site for more information.
- **Can applicants include charts in their applications that are single spaced?**  
Refer to page 7 of the solicitation. OJJDP will not consider any application that contains a program narrative that exceeds the 30-page, double-space limit.
- **Can applicants include documents in the *Other Attachments* section of their application other than those listed on page 15 of the solicitation?**  
OJJDP will review only those documents that pertain to the seven bulleted descriptions on page 15 of the solicitation.

- **On page 15 of the solicitation there are three bullets that pertain to geographic information. Can you clarify what is required?**  
 The last three bullets on page 15 are boilerplate language in all OJJDP solicitations. Applicants should simply provide the physical address of their office location as well as a road map and street description.
- **The solicitation states that OJJDP expects to make awards under this solicitation by no later than September 30, 2007, but that the anticipated start up date for this program is July 1, 2007. How should applicants account for this potential time lapse in their applications?**  
 Ideally, OJJDP will make an award under this solicitation with enough time so that, if necessary, there is overlap between the current provider and the successful applicant. Due to the lengthy approval process for making awards, however, the only exact date that OJJDP can provide is September 30, 2007, by which all awards to be funded with FY 2007 appropriated dollars must be made. If necessary, OJJDP will work with the successful applicant to revise the timeline included in the application to reflect the actual start date.
- **Should applicants budget for a kick-off meeting at OJJDP?**  
 OJJDP has not yet decided if a kick-off meeting will occur at OJJDP or at the office of the successful applicant.
- **Who are key personnel?**  
 Key personnel are those personnel the applicant deems imperative to project success; the applicant identifies key personnel.
- **Do applicants need to be tribal entities or native-owned to apply?**  
 No, see the first page of the solicitation and page 3 for eligibility requirements. The successful applicant will have the qualifications listed to include experience working with American Indian/Alaska Native tribes.
- **Where are the Q&As posted from the February 6, 2007, call?**  
 The Q&As from the previous applicant call-in session are posted on the OJJDP Web site at <http://ojjdp.ncjrs.org/funding/FundingDetail.asp?fi=75>.
- **What is the nature of TYP annual mandatory regional trainings?**  
 Customarily, OJJDP conducts three trainings (one in each of the TYP regions) annually. New agendas are developed annually based on needs assessments of TYP awardees, and traditionally, OJJDP delivers the same training agenda at each of the three regional trainings.
- **How many grantees will the winning applicant support?**  
 There are currently 113 active grantees. OJJDP anticipates making approximately 25 2007 TYP awards. The project period for the 2004 TYP cohort ends on September 30, 2007, but some awardees may request and be granted a no-cost extension.

- **Page 11 of the solicitation mentions that the successful applicant, in coordination with OJJDP, will develop a Web-based training and technical assistance tracking system. What are the requirements that the successful applicant will need to fulfill?**  
 OJJDP would like to develop a Web-based T&TA tracking system to be used across programs and providers that offers a standardized platform and cost savings. OJJDP has not yet determined the requirements of this system.
- **Will OJJDP make the work plans for active TYP projects available?**  
 Yes, OJJDP will make the work plans available to the successful applicant.
- **Are TYP awardees in a no-cost extension year(s) eligible to receive TA?**  
 Yes, they are.
- **Are all federally recognized tribes eligible to attend the annual regional trainings?**  
 Customarily, only active TYP awardees are eligible to attend the annual regional trainings.
- **Page 11 of the solicitation mentions that the winning applicant should deliver a minimum of 200 working days of onsite technical assistance annually. What determines the need for these onsite visits?**  
 Onsite technical assistance visits are conducted in response to OJJDP program manager site visit findings, TYP awardee work plans, and direct requests made by tribes.
- **Page 11 of the solicitation mentions a 2-day training of trainers. Who will train the trainers?**  
 The successful applicant will train the trainers.
- **What is the time frame for OJJDP to respond to and approve a TA proposal/task order?**  
 The OJJDP program office reviews and approves task orders within 1 week.
- **Is there a maximum amount of TA that a tribe can request annually?**  
 No, OJJDP reviews and approves TA requests on a case by case basis.
- **Page 11 of the solicitation states that the successful applicant will provide 75 working days of multi-tribal technical assistance activities. Do the regional trainings count toward the 75 days?**  
 Yes, they count toward the 75 days.
- **Who is the current TYP T&TA provider?**  
 Fox Valley Technical College is the current TYP T&TA provider.