

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



The [U.S. Department of Justice](#) (DOJ), [Office of Justice Programs](#) (OJP), [Office of Juvenile Justice and Delinquency Prevention](#) (OJJDP), is seeking applications for funding under its Fiscal Year (FY) 2010 Child Protection Programs in Tribal Communities. This program furthers DOJ's mission by working to expand critical services, best practices, tools, and other resources to serve tribal communities and protect children in those communities from risk of harm or exploitation.

OJJDP FY 2010 Child Protection Programs in Tribal Communities

Eligibility

Applicants are limited to public agencies including state agencies, units of local government (including federally recognized Indian tribal governments as determined by the Secretary of the Interior and published in the Federal Register), public universities and colleges (including tribal institutions of higher education), and private, non-profit organizations (including faith-based, tribal, and community organizations). (See "Eligibility," page 3.)

Deadline

Registration with OJP's [Grant Management System \(GMS\)](#) is required prior to application submission. (See "How To Apply," page 9). All applications are due by 3 p.m., Eastern Time, on May 27, 2010. (See "Deadlines: Registration and Application," page 3.)

Contact Information

For technical assistance with submitting an application, contact the GMS Support Hotline at 1-888-549-9901, option 3, or via e-mail to GMSHelpDesk@usdoj.gov. The GMS Support Hotline hours of operation are Monday-Friday, 6:00 a.m. to midnight, Eastern Time, except Federal holidays.

For assistance with any other requirement of this solicitation, call Cecilia Duquela-Fuentes, Program Manager, at 202-514-9372 or e-mail her at cecilia.duquela@usdoj.gov or call Amy Staubs, Program Manager, at 202-307-5762 or e-mail her at amy.staubs@usdoj.gov.

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OJJDP FY 2010 Child Protection Programs in Tribal Communities (CFDA # 16.543)

Overview

The Office of Juvenile Justice and Delinquency Prevention (OJJDP) provides national leadership, coordination, and resources to prevent and respond to juvenile delinquency and juvenile victimization. OJJDP supports states and communities in their efforts to develop and implement effective and coordinated prevention and intervention programs and to improve the juvenile and criminal justice systems so that they protect public safety, hold offenders accountable, and provide treatment and rehabilitative services tailored to the needs of juveniles and their families. This program is authorized by Title IV of the Juvenile Justice and Delinquency Prevention Act of 1974, as amended and will support programs intended to decrease children's risk of exploitation and victimization in tribal communities.

Deadlines: Registration and Application

Registration is required prior to submission. The deadline to register in GMS is 1 p.m., Eastern Time, on May 27, 2010 and the deadline for applying for funding under this announcement is 3 p.m., Eastern Time, on May 27, 2010 See "How To Apply," page 9 for details.

Eligibility

Applicants are limited to public agencies including state agencies, units of local government (including federally recognized Indian tribal governments as determined by the Secretary of the Interior and published in the Federal Register), public universities and colleges (including tribal institutions of higher education), and private, non-profit organizations (including faith-based, tribal, and community organizations).

Joint applications from two or more eligible applicants are welcome; however one applicant must be designated as the primary applicant for correspondence, award, and management purposes and the others as co-applicants.

Program-Specific Information

OJJDP manages the AMBER Alert and Internet Crimes Against Children (ICAC) programs. Under OJJDP FY 2010 Child Protection Programs in Tribal Communities, OJJDP invites applications from organizations to expand the activities and goals of these programs to protect children ages 0–17 in tribal communities.

The AMBER Alert Program is a voluntary partnership among law enforcement agencies, broadcasters, transportation agencies, and the wireless industry, to activate an urgent bulletin in the most serious child abduction cases. The goal of an AMBER Alert is to instantly galvanize the

entire community to assist in the search for and the safe recovery of the child. More information about AMBER Alert can be found at www.amberalert.gov.

The ICAC Task Force program supports a national network of 61 multiagency, multijurisdictional task forces engaged in investigations, forensic examinations, and prosecutions related to technology-facilitated child sexual exploitation. Additionally, the task forces provide forensic and investigative technical assistance to law enforcement and prosecutorial officials, as well as community education information to parents, educators, prosecutors, law enforcement, and others concerned with child victimization. More information about the ICAC program can be found at <http://ojjdp.ncjrs.gov/programs/ProgSummary.asp?pi=3>.

The successful awardee under this program will work closely with OJJDP and with its ICAC Task Forces and ICAC and AMBER Alert training and technical assistance providers to expand the purpose, tools, techniques, and resources of the AMBER Alert and ICAC programs into tribal communities which the applicant identifies as at risk for child exploitation.

- **Purpose**

The purpose of this program is to expand critical services, best practices, tools, and other resources to serve tribal communities and protect children in those communities from risk of harm or exploitation.

Applicants must assess tribal needs, develop plans, and implement and monitor activities in multiple tribal communities. Applicants must demonstrate cultural competency and experience, as well as evidence knowledge and understanding of the needs of the community in which it proposes to work. OJJDP expects applicants to recognize the significance and complexities of tribal culture and indigenous justice systems.

The award recipient must ensure that needs assessments are conducted in a collaborative manner with the tribal community. The burden will be on the assessor to ensure that the tribal community is fully engaged in and informed regarding the purpose, methods, and risks.

- **Goals, Objectives, and Deliverables**

The specific program goals are to:

- assess the extent to which tribal youth are victims of, or at risk for, technology-facilitated sexual exploitation;
- assist the existing ICAC Task Forces and state, local, and tribal law enforcement agencies in effectively responding to the technology-facilitated exploitation of children in tribal communities (participating law enforcement may include tribal, as well as nontribal, law enforcement agencies that have jurisdiction in the communities the applicant proposes to serve);
- provide training and technical assistance to tribal communities to prevent and respond to child exploitation;

- provide community education programs in tribal communities to prevent and respond to child exploitation;
- improve coordination with state, local, and tribal law enforcement for more effective investigation and prosecution of child exploitation offenses for all victims (efforts in this area must include coordination with the goals and objectives of the AMBER Alert Southern Border Initiative as applicable);
- enhance tribal communities' ability to respond to missing, endangered, and abducted children, including runaway children and victims of child trafficking or commercial sexual exploitation.
- improve collaboration between tribal governments and community-based organizations with expertise in child protection and at-risk youth programs.

The deliverables under this program will include regular reports to OJJDP and the following tangible products:

- an assessment of technology-facilitated crimes against children in tribal communities;
- a strategic plan to identify components of the ICAC program that could be expanded to tribal communities to reduce risk of child exploitation (plan will identify the tribal communities to be served by the project and the anticipated outcomes of the resources, trainings, interventions, and community education to be delivered);
- a needs assessment of each tribal community identified for expansion of AMBER Alert resources (application should clearly identify tribal communities for program expansion; final selection of tribal communities to be targeted will be made in collaboration with OJJDP);
- assistance to tribal communities in developing AMBER Alert plans;
- one or more resource guides on the topic of technology-facilitated crimes against children, designed for practitioners and child-serving professionals working in or with tribal communities (including teachers and school personnel, health and mental health professionals, and law enforcement);
- a report for publication by OJJDP on the status of resources for child protection in the tribal communities to be served;
- a meeting of child advocates and other child-serving professionals working in or with tribal communities to produce a report on the particular needs of children in these communities with regard to protection from harm and exploitation;
- identification of products, services, and other resources that meet needs identified by tribal communities to reduce children's risk of harm;
- development and delivery of these products, and any technical assistance necessary, in communities to be served;

- The provision of training for practitioners and child-serving professionals (e.g., educators, health and mental health professionals, and law enforcement) working in or with tribal communities in how to reduce children's risk of harm or exploitation.

OJJDP encourages researcher-practitioner partnerships. Such partnerships include researchers and law enforcement or court officials or other relevant professionals contributing as members of the project team from the initial stage of identifying project goals through presentation of the final results. We also encourage the inclusion of the perspectives of victims/survivors. We find that this partnership approach is most likely to yield results and products that are useful to the field.

Applicants must address special considerations when conducting needs assessments in indigenous communities, including tribal communities. While there are many examples of successful and collaborative research partnerships (several of them currently underway), unfortunately, the historical relationship between researchers and American Indian/Alaska Native (AI/AN) communities has been less positive. Many tribes can cite experiences in which researchers have taken advantage of, or misled, research subjects and communities in conducting studies of AI/AN individuals. Examples include situations in which persons were persuaded to participate in research they did not fully understand, or believed they were required to participate in a study to receive services. In other instances, researchers did not maintain confidentiality, work of local research partners was appropriated, or researchers published sensitive religious and cultural information, violating promises of confidentiality

Amount and Length of Awards

OJJDP anticipates one award of up to \$850,000 through a cooperative agreement. The budget period will be for 3 years, starting October 1, 2010, and ending September 30, 2013. The award amount will cover the entire requested project period.

All awards are subject to the availability of appropriated funds and any modifications or additional requirements that may be imposed by law.

Budget Information

Although the award covers the entire project period, OJJDP anticipates the following breakout of costs:

- AMBER Alert—\$350,000 for up to 1 year
- ICAC in Tribal Communities—\$500,000 for up to 3 years.

Applicants are encouraged to complete separate budget detail worksheets for AMBER Alert and ICAC activities, with a budget summary for the entire award and project period.

Limitation on Use of Award Funds for Employee Compensation; Waiver. With respect to any award of more than \$250,000 made under this solicitation, federal funds may not be used to pay total cash compensation (salary plus bonuses) to any employee of the award recipient at a rate that exceeds 110% of the maximum annual salary payable to a member of the Federal

Government's Senior Executive Service (SES) at an agency with a Certified SES Performance Appraisal System for that year. (The 2010 salary table for SES employees is available at www.opm.gov/oca/10tables/indexSES.asp.) A recipient may compensate an employee at a higher rate, provided the amount in excess of this compensation limitation is paid with non-federal funds. (Any such additional compensation will not be considered matching funds where match requirements apply.)

The limitation on compensation rates allowable under an award may be waived on an individual basis at the discretion of the Assistant Attorney General (AAG) for the Office of Justice Programs. An applicant that wishes to request a waiver must include a detailed justification in the budget narrative of its application. Unless the applicant submits a waiver request and justification with the application, the applicant should anticipate that OJP will request that the applicant adjust and resubmit their budget.

The justification should include the particular qualifications and expertise of the individual, the uniqueness of the service being provided, the individual's specific knowledge of the program or project being undertaken with award funds, and a statement explaining that the individual's salary is commensurate with the regular and customary rate for an individual with his/her qualifications and expertise, and for the work that is to be done.

Match Requirement. Match is not required for this program.

Research, Human Subjects, IRB Review, and Confidentiality

All applicants for OJP funds are advised that the Department of Justice defines *research* as "a systematic investigation, including research development, testing, and evaluation, designed to develop or contribute to generalizable knowledge." 28 C.F.R. § 46.102(d). If OJP determines that a funded application involves research and includes human subjects, the approval of an Institutional Review Board (IRB) might be required before OJP funds may be spent for these purposes. If an application includes an evaluation component, that component will be examined by OJP to determine whether it meets the definition of "research." All applications should be as clear as possible in describing the purpose of the evaluation, and the extent to which its findings may contribute to generalizable knowledge.

The protection of human subjects of OJP-sponsored research is of critical importance. If an application involves human subjects of research, it must explain whether IRB approval has been or will be obtained, and it must explain applicant's procedures for obtaining informed consent and minimizing risks.

All applications that include a research or statistical component that collects information identifiable to a private person will be required to complete and submit to OJP a privacy certification.

For further guidance regarding Federal regulations regarding research, human subjects protection, and confidentiality, please see the OJP website (http://www.ojp.usdoj.gov/funding/other_requirements.htm).

Performance Measures

To assist DOJ in fulfilling its responsibilities under the Government Performance and Results Act, P.L. 103–62, applicants who receive funding under this solicitation must provide data that measures the results of their work. Applicants must discuss in their application their methods for collecting data for performance measures. Refer to “What an Application Is Expected to Include,” page 11, for additional information. Grantees are required to provide the data requested in the “Data Grantee Provides” column so that OJP can calculate values for the “Performance Measures” column. Performance measures for this solicitation are as follows:

Objective	Performance Measures	Data Grantees Provide
The purpose of this program is to expand critical services, best practices, tools, and other resources to serve tribal communities and protect children in those communities from risk of harm or exploitation.		OJJDP has an online system for grantee performance measures data reporting. To access, see ojjdp.ncjrs.gov/grantees/pm During the reporting period:
	Number of training requests received.	Number of training requests received.
	Number of technical assistance requests received.	Number of technical assistance requests received.
	Number of program materials developed.	Number of program materials developed.
	Number of planning or training events held.	Number of planning or training events held.
	Number of people trained.	Number of people trained.
	Percent of people exhibiting increased knowledge of the program area.	Number of people exhibiting increased knowledge of the program area (determined by pre- and post- testing).

	OJJDP #2213	Number of program policies changed, improved, or rescinded.	Number of program policies changed, improved, or rescinded.
	TBD	Percent of organizations reporting improvements in operations based on training and technical assistance.	Number of organizations that receive training and technical assistance. Number of those served by TTA.

For more information about OJJDP performance measures, see www.ojjdp.ncjrs.gov/grantees/pm/ or contact Janet Chiancone at janet.chiancone@usdoj.gov.

How To Apply

Applications should be submitted through [GMS](#), a Web-based, data-driven system for the application, award, and management of OJP grants. Applicants should begin the process immediately to meet the GMS registration deadline, especially if this is the first time they have used the system. Complete instructions on how to register and submit an application in GMS can be found at www.ojp.usdoj.gov/gmscbt/. Applicants who experience technical difficulties at any point during this process should e-mail GMSHelpDesk@usdoj.gov or call 1-888-549-9901 (option 3), Monday-Friday, 6:00 a.m. to midnight, Eastern Time, except federal holidays. OJJDP recommends that applicants register as early as possible to avoid delays in submitting their applications by the deadline.

All applicants are required to complete the following steps:

1. **Acquire a DUNS Number.** An application must have a DUNS number to be submitted in GMS. The Office of Management and Budget requires that all businesses and nonprofit applicants for federal funds include a DUNS (Data Universal Numbering System) number in their application for a new award or renewal of an existing award. A DUNS number is a unique 9-digit sequence recognized as the universal standard for identifying and tracking entities receiving federal funds. The identifier is used to validate address and point of contact information for federal assistance applicants, recipients, and subrecipients. The DUNS number will be used throughout the grant life cycle. Obtaining a DUNS number is a free, one-time activity. Call 1-866-705-5711 or apply online at www.dunandbradstreet.com to obtain a DUNS number. Individuals are exempt from this requirement.
2. **Acquire or Renew Registration with the Central Contractor Registration (CCR) Database.** OJP requires all applicants (other than individuals) for federal financial assistance to maintain a current registration in the CCR database to receive funding. The CCR database is the repository for standard information about federal financial assistance applicants, recipients, and subrecipients. Organizations that have previously submitted applications via Grants.gov are already registered with CCR, as it is a requirement for

Grants.gov registration. Applicants must update or renew their CCR registration at least once per year to maintain an active status. Information about CCR registration procedures can be accessed at www.ccr.gov.

3. **Acquire a GMS Username and Password.** If you are a new user, select the first-time user link under the sign-in box of the [GMS](#) home page to create a GMS profile. For more information on how to register in GMS, go to www.ojp.usdoj.gov/gmscbt/.
4. **Search for the Funding Opportunity on GMS.** After you log in to GMS or complete your GMS profile for your username and password, go to the Funding Opportunities link on the left side of the page. Select OJJDP and the OJJDP FY 2010 Child Protection Programs in Tribal Communities.
5. **Select the Apply Online Button Associated with the Solicitation Title.** The search results from step 4 will display the solicitation title along with the Registration and Application Deadlines for this funding opportunity. Select the Apply Online button in the Action Column to create an application in the system.
6. **Submit an Application Consistent with this Solicitation.** Once you have submitted your application, GMS will display a confirmation screen stating your submission was successful. **Important:** OJP urges applicants to submit their applications at least 72 hours prior to the due date.

Note: Grants.gov will forward the application to OJP's Grants Management System (GMS). GMS does not accept executable file types as application attachments. These disallowed file types include, but are not limited to, the following extensions: ".com," ".bat," ".exe," ".vbs," ".cfg," ".dat," ".db," ".dbf," ".dll," ".ini," ".log," ".ora," ".sys," and ".zip."

GMS Technical Issues

If you experience unforeseen GMS technical issues beyond your control which prevent you from submitting your application by the deadline, you must contact OJJDP staff within 24 hours after the deadline and request approval to submit your application. At that time, OJJDP staff will require you to e-mail the complete grant application, your DUNS number, and provide all GMS Help Desk tracking numbers. After the program office reviews all of the information submitted, and contacts the GMS Helpdesk to validate the technical issues you reported, OJP will contact you to either approve or deny your request to submit a late application. If the technical issues you reported cannot be validated, your application will be rejected as untimely.

To ensure a fair competition for limited discretionary funds, the following conditions are not valid reasons to permit late submissions: (1) failure to begin the registration process in sufficient time; (2) failure to follow GMS instructions on how to register and apply as posted on its Web site; (3) failure to follow all of the instructions in the OJP solicitation; and (4) technical issues experienced with the applicant's computer or information technology environment.

Notifications regarding known technical problems with GMS are posted on the OJP funding Web page, www.ojp.usdoj.gov/funding/solicitations.htm.

What an Application Is Expected to Include

This section describes what an application is expected to include and sets out a number of elements. Applicants should anticipate that failure to submit an application that contains all of the specified elements may negatively affect the review of the application and, should a decision nevertheless be made to make an award, may result in the inclusion of special conditions that preclude access to or use of award funds pending satisfaction of the conditions.

Moreover, applicants should anticipate that applications that are not responsive to the scope of the solicitation, or do not include a program narrative, budget or budget narrative, and tribal resolution (if applicable) will not proceed to peer review and will not receive further consideration.

OJP strongly recommends use of appropriately descriptive file names (e.g., "Program Narrative," "Budget," "Budget Narrative," "Timelines," "Memoranda of Understanding," "Resumes") for all attachments. OJP recommends that, if applicable, resumes be included in a single file.

Standard Form 424

See www07.grants.gov/assets/SF424Instructions.pdf for instructions on how to complete your SF 4-24. If the applicant is a for-profit entity, select "For-Profit Organization" or "Small Business" (as applicable) in the Type of Applicant 1 data field. For-profit applicants also may select additional applicable categories (e.g., "Private Institution of Higher Education").

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 must 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 must be numbered "1 of 30," etc. The project abstract, 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" and "Other Attachments" sections will not count toward the program narrative page count.

Applicants should anticipate that if the program narrative exceeds these length-related restrictions, such that it provides a significant competitive advantage, the application will not be reviewed in peer review and will not receive further consideration.

The program narrative must address the following selection criteria: (1) statement of the problem, (2) performance measures requirements, (3) project/program design and implementation, and (4) capabilities/competencies. The connections between and among each of these sections must be clearly delineated. For example, the goals and objectives must derive directly from the problems to be addressed. Similarly, the project design section must clearly explain how the program's structure and activities will accomplish the goals and objectives identified in the previous section.

- **Statement of the Problem**

OJJDP does not intend that applicants try to import the AMBER Alert and ICAC programs without modification to tribal communities. Instead, OJJDP is seeking proposals for project activities which will address the goal of those programs—protecting children—through culturally appropriate strategies. For example, these strategies might rely more on raising awareness of child protection issues and of resources to address those risks. Another strategy would be to modify/adapt existing AMBER Alert and ICAC resources to make them more useful in tribal communities.

Applicants should describe how they will work with tribal communities to determine participation and implementation of this project, discuss the challenges of implementing AMBER Alert and ICAC programs in tribal settings, and estimate the number of adults, children and youth who will participate in, or be served by, the proposed project.

Project Abstract. A project abstract must be included as the first page of the Program Narrative, and is included in the page limitation specified above. It must not exceed 200 words and briefly describe the project's purpose, identify the population to be served, and summarize the activities that will be implemented to achieve the project's goals and objectives. These goals and objectives must focus on short-term and intermediate outcomes (see "Performance Measures Requirements," on page 12). The abstract must describe how progress towards these goals will be measured.

- **Performance Measures Requirements**

Applicants must describe the goals of the proposed program and identify its objectives. When formulating the program's goals and objectives, applicants must be cognizant of the performance measures that will be required of successful applicants.

Goals. Applicants must describe the program's intent to change, reduce, or eliminate the problem noted in the previous section and outline the project's goals.

Program Objectives. Applicants must explain how the program will accomplish its goals. Objectives are specific, quantifiable statements of the project's desired results. They must be clearly linked to the problem identified in the preceding section and measurable.

Performance Measures. Award recipients are required to report data in support of mandated performance measures for this solicitation (see "Performance Measures," (page 8). Applicants must describe the steps they will take to assemble the information needed to comply with OJJDP's performance measures reporting requirements. Award recipients will be encouraged to use information from existing program records to fulfill performance measures reporting requirements, rather than initiating new data collection activities for this purpose. To ensure confidentiality of program records, award recipients will also be required to submit a completed Privacy Certificate post-award. (See www.ojjdp.ncjrs.gov/grantees/pm/faq.html for more information.)

- **Project/Program Design and Implementation**

Applicants must detail how the project will operate throughout the funding period and describe the strategies that will be used to achieve the goals and objectives identified in the previous section. Applicants are encouraged to select evidence-based practices for their programs and adopt a project design that will facilitate the gathering of data on the required performance measures.

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.

Applicants should identify any other federal, state, or private foundation grants that serve the same local area and target population.

Timeline. Applicants must submit a timeline or milestone chart that indicates major tasks, 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” at ojjdp.ncjrs.gov/grantees/timelines.html). The timeline must be submitted as a separate attachment, as stipulated in “Other Attachments,” page 15. On receipt of an award, the timeline may be revised based on training and technical assistance provided by OJJDP.

- **Capabilities/Competencies**

Applicants should demonstrate that the proposed project team (including partners and subcontractors, as appropriate) includes knowledge of and experience with tribal communities. Reviewers will pay particular attention to evidence of expertise working with and for tribal populations on issues of child protection.

Letters of Support/Memoranda of Understanding. If submitting a joint application, as described under “Eligibility,” page 3, applicants must provide signed and dated letters of support or Memoranda of Understanding (MOUs) 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 percent of time that the partner will devote to the planning and operation of the project.

Budget and Budget Narrative

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. The budget should cover the entire award period.

- **Budget Detail Worksheet**

The worksheet must provide the detailed computation for each budget line item, listing the cost of each item and showing how it was calculated. For example, costs for personnel must show the annual salary rate and the percentage of time devoted to the project for each employee paid through grant funds. The budget detail worksheet must present a complete and detailed itemization of all proposed costs.

A sample budget detail worksheet can be found at www.ojp.gov/funding/forms/budget_detail.pdf. If the applicant submits a different format, it must include the budget categories as listed in the sample worksheet.

- **Budget Narrative**

The budget narrative must describe each budget item and relate it to the appropriate project activity. It must closely follow the content of the budget detail worksheet and provide justification for all proposed costs listed in the budget detail worksheet (particularly supplies, travel, and equipment) and demonstrate that they are reasonable. In the budget narrative, the applicant must 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.

Consult the OJP Financial Guide for questions pertaining to budget including allowable and unallowable costs at www.ojp.gov/financialguide/index.htm.

Indirect Cost Rate Agreement

Applicants that would like to establish a federally-negotiated indirect cost rate must submit a proposal to their cognizant federal agency. Generally, the cognizant federal agency is the agency that provides the preponderance of direct federal funding. This can be determined by reviewing an organization's schedule of federal financial assistance. If DOJ is your cognizant federal agency, obtain information needed to submit an indirect cost rate proposal at www.ojp.usdoj.gov/funding/pdfs/indirect_costs.pdf.

Plan for Collecting the Data Required for Performance Measures. (See "Performance Measures," page 8.)

Tribal Authorizing Resolution

If an application is being submitted by either (1) a tribe or tribal organization, or (2) by a third party proposing to provide direct services or assistance to residents on tribal lands, then a current authorizing resolution of the governing body of the tribal entity or other enactment of the tribal council or comparable governing body authorizing the inclusion of the tribe or tribal organization and its residents must be included with the application. In those instances when an organization or consortium of tribes proposes to apply for a grant on behalf of a tribe or multiple specific tribes, then the application must include a resolution from all tribes that will be included as a part of the services/assistance provided under the grant.

If an applicant is unable to obtain a signed copy of a tribal resolution documenting support for its application, then, at a minimum, the applicant must submit an unsigned, draft tribal resolution as part of its application. If an applicant fails to submit either a signed or an unsigned copy of a tribal resolution as part of its application, then it will be eliminated from funding consideration. If selected for funding, any applicant that has submitted an unsigned tribal resolution must submit the signed copy of the tribal resolution to OJP within 30 days of acceptance of the award. In all such cases, use of and access to funds will be contingent on receipt of the signed tribal resolution.

Other Attachments

Applicants must submit the following information, as stipulated in the cited pages, as attachments to their application.

- timeline or milestone chart (see “Timeline,” page 13);
- résumés of all key personnel;
- job descriptions outlining roles and responsibilities for all key positions;
- letters of support/Memoranda of Understanding from partner organizations (see “Letters of Support/Memoranda of Understanding,” page 13).

Selection Criteria

OJJDP will rate applications that proceed to peer review on a 100-point scale, based on the following point values for the selection criteria:

1. Statement of the Problem/Program (20 points)
2. Performance Measures Requirements (5 points)
3. Project/Program Design and Implementation (35 points)
4. Capabilities/Competencies (25 points)
5. Budget (15 points)

See “Program Narrative,” page 11, for detailed descriptions of the above criteria.

Review Process

OJP is committed to ensuring a fair and open process for awarding grants. The 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 be reviewing the applications submitted under this solicitation that meet basic minimum requirements. OJJDP may use either internal peer reviewers, external peer reviewers, or a combination to review the applications under this solicitation. An external peer reviewer is an expert in the field of the subject matter of a given solicitation who is NOT a current U.S. Department of Justice employee. An internal reviewer is a current U.S. Department of Justice employee who is well versed or has expertise in the subject matter of this solicitation.

Eligible applications will be evaluated, scored, and rated by a peer review panel. Peer reviewers' ratings and any resulting recommendations are advisory only. In addition to peer review ratings, considerations for award recommendations and decisions may include, but are not limited to, underserved populations, strategic priorities, past performance, and available funding.

The Office of the Chief Financial Officer (OCFO), in consultation with OJJDP, conducts a financial review of applications for potential discretionary awards and cooperative agreements to evaluate the fiscal integrity and financial capability of applicants; examines proposed costs to determine if the budget and budget narrative accurately explain project costs; and determines whether costs are reasonable, necessary, and allowable under applicable federal cost principles and agency regulations.

All final award decisions will be made by the Acting Administrator of the Office of Juvenile Justice and Delinquency Prevention, who also may give consideration to factors including, but not limited to, underserved populations, geographic diversity, strategic priorities, past performance, and available funding when making awards.

Additional Requirements

Applicants selected for awards must agree to comply with additional legal requirements upon acceptance of an award. Applicants are encouraged to review the information pertaining to these additional requirements prior to submitting their applications. Additional information for each can be found at www.ojp.usdoj.gov/funding/other_requirements.htm.

- Civil Rights Compliance
- Faith-Based and Other Community Organizations
- Confidentiality and Human Subjects Protection (if applicable)
- Anti-Lobbying Act
- Financial and Government Audit Requirements
- National Environmental Policy Act (NEPA) (if applicable)
- DOJ Information Technology Standards (if applicable)
- Single Point of Contact Review
- Nonsupplanting of State or Local Funds
- Criminal Penalty for False Statements
- Compliance with [Office of Justice Programs Financial Guide](#)

- Suspension or Termination of Funding
- Nonprofit Organizations
- For-Profit Organizations
- Government Performance and Results Act (GPRA)
- Rights in Intellectual Property
- Federal Funding Accountability and Transparency Act (FFATA) of 2006
- Awards in excess of \$5,000,000—federal taxes certification requirement

Appendix: Application Checklist

OJJDP FY 2010 Child Protection Programs in Tribal Communities

The application check list has been created to aid you in developing your application.

Eligibility

Applicant is a:

- Public agency, public university or college, or private, non-profit organization
- Federally-recognized tribe

The Federal Request is Within Allowable Limits (\$850,000)

- AMBER Alert \$350,000
- Internet Crimes Against Children \$500,000

The Application Components:

- Statement of the Problem/Program
- Project Design and Implementation
- Capabilities/Competencies
- Budget Narrative
- Budget Detail Worksheet
- Impact/Outcomes and Evaluation/Plan for Collecting Data for Performance Measures
- Project Timeline
- Position Descriptions
- Letters of Support

Program Narrative/Abstract Format:

- Double-spaced
- 12-point standard font
- 1" standard margins
- Narrative is 30 pages or less

Other:

- Standard 424 Form
- DUNS Number
- Certifications
- Other standard forms as applicable, including
 - Disclosure of Lobbying Activities (if applicable)
 - Accounting System and Financial Capability Questionnaire (if applicable)