



---

The [U.S. Department of Justice, Office of Justice Programs, Office of Juvenile Justice and Delinquency Prevention](#), is pleased to announce that it is seeking applications for funding under OJJDP FY 2007 Internet Crimes Against Children Program Continuations. This program furthers the Department's mission by helping state and local law enforcement agencies develop effective responses to online enticement of children by sexual predators and child pornography cases.

# OJJDP FY 2007 Internet Crimes Against Children Continuations

## Eligibility

Applicants are limited to those state and local law enforcement and prosecutorial agencies that OJJDP has identified and the current training and technical assistance award recipients.

(See "Eligibility," page 3)

## Deadline

All applications are due by 8:00 p.m. E.T., on January 10, 2007.

(See "Deadline: Application," page 3.)

## Contact Information

For assistance with the requirements of this solicitation, contact Christopher Holloway, ICAC Program Manager, 202-305-9838 or [Christopher.Holloway@usdoj.gov](mailto:Christopher.Holloway@usdoj.gov).

Applicants must submit their application through [OJP's Grants Management System \(GMS\)](#). The funding opportunity number is OJJDP-2007-1492. For technical assistance with submitting the application, call the Grants Management System Support Hotline at 1-888-549-9901.

# CONTENTS

Overview .....	3
Deadline: Registration .....	3
Deadline: Application .....	3
Eligibility .....	3
Program-Specific Information .....	4
How to Apply .....	5
What an Application Must Include .....	6
Standard Form-424 .....	6
Program Narrative .....	6
Budget and Budget Narrative (Attachment #2).....	8
Other Attachments.....	9
Additional Requirements.....	10
Attachment: Sample Project Abstract.....	11

# **OJJDP FY 2007 Internet Crimes Against Children Continuations CFDA Number: 16.543**

## **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 1998 Conference Report for 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).

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

## **Deadline: Registration**

Applicants must register with GMS prior to applying. The [GMS](#) registration deadline is 8:00 p.m. E.T., December 15, 2006.

## **Deadline: Application**

The due date for applying for funding under this announcement is 8:00 p.m. E.T., January 10, 2007.

## **Eligibility**

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

Applicants are encouraged to review the Civil Rights Compliance section under "Additional Requirements" in this announcement.

## Program-Specific Information

OJJDP will assign major tasks and deliverables under this guidance based upon a review of the application. At a minimum, the grantees will provide and submit semi-annual progress reports in the Grants Management System (GMS).

- **Purpose**

The ICAC program is a national network of 46 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 others concerned with child victimization issues.

- **Goals, Objectives, and Deliverables**

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 on 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 also need to be enhanced.

- **Award Information**

OJJDP intends to award continuation funding to as many as 28 cooperative agreements under the FY 2007 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.

All awards are subject to the availability of appropriated funds and any modifications or additional requirements that may be imposed by law. It is anticipated that any awards that may be made under this solicitation should be awarded no later than September 30, 2007.

**Match Requirement:** Match is not required for this program.

## 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
<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>Percentage increase in the number of ICAC-related arrests.</p> <p><b>Outputs</b></p> <p>Number of computer forensic examinations that the ICAC task forces complete.</p> <p>Number of investigative technical assistance sessions that ICAC task forces provide to non-member law enforcement agencies.</p> <p>Number of partner agencies engaged in ICAC task force work at the local, state, and regional level.</p>	<p>Number of ICAC-related arrests during reporting period.</p> <p>Number of computer forensic examinations that the ICAC task forces complete.</p> <p>Number of investigative technical assistance sessions that ICAC task forces provide to non-member law enforcement agencies.</p> <p>Number of agencies that sign memorandum certifying compliance with ICAC program guidelines.</p>

## How to Apply

**Grants Management System Instructions.** Applicants must submit their applications through the online Grants Management System (GMS). Applicants should begin the process early, especially if this is the first time they have used the system. Each application requires a separate GMS registration. For a step-by-step guide, visit [www.ojp.gov/funding/Masterjobaids.pdf](http://www.ojp.gov/funding/Masterjobaids.pdf). For additional information, call the GMS Help Desk at 1–888–549–9901.

**CFDA Number.** The Catalog of Federal Domestic Assistance (CFDA) number for this solicitation is 16.543, titled “Missing Children Assistance,” and the funding opportunity number is OJJDP-2007-1492.

**A DUNS number is required.** 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 [www.dunandbradstreet.com](http://www.dunandbradstreet.com) to obtain a number. Individuals are exempt from this requirement.

## What an Application Must Include

**Standard Form-424.** Applicants must complete the Application for Federal Assistance (SF-424), a standard form that most federal agencies use, following the instructions it provides.

**Program Narrative.** 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 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. 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, statement of the problem/program narrative, impact/outcome and evaluations, project/program design and implementation, and capabilities, competencies. Each of these sections is described below.

- **Project Abstract**

The project abstract should not exceed 200 words. It should briefly describe the project's purpose, identify the population to be served using grant funds, 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 "Impact/Outcomes and Evaluation," page 7), and the abstract should also describe how progress towards these goals will be measured. Finally, the abstract must contain a brief description of the connections between the project's activities and potential reductions in juvenile delinquency, child maltreatment, or other long-term goals (see "Sample Project Abstract," page 11).

- **Statement of the Problem/Program Narrative**

This section must identify the problems or issues the applicant will address with this project. Applicants should use local data to provide evidence that the problem exists, demonstrate the size and scope of the problem, and document the effects of the problem on the target

population. Applicants should also explain any previous or current attempts to address the problem and the result of these attempts.

- **Impact/Outcomes and Evaluation**

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 details 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.
- 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 past 12 months or since the project funding began. Applicants should also briefly describe key successes and challenges that the project has faced.

- **Project/Program Design and Implementation**

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 populations and target areas, 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 “Performance Measures,” page 5). 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.

- **Capabilities/Competencies**

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

## **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. Applicants must submit a budget that includes a detailed worksheet itemizing all costs and a narrative explaining and justifying each budget item. All funds listed in the budget will be subject to audit.

Under 42 U.S.C. 5775( c ), applicants must give assurance that they will expend, to the greatest extent practicable, an amount of funds (without regard to funds received under any Federal law) that is not less than the amount of funds they received in the preceding fiscal year from State, local and private sources.

In their budgets, applicants must allow for required travel, including three trips for one individual to attend the ICAC Task Force Working Group meetings. Budgets must also allow for up to five task force representatives to attend the annual ICAC training conference. Where applicable, one of the five task force representatives should be the Project Safe Childhood coordinator.

- **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. A Budget Detail Worksheet template is available at [www.ojp.usdoj.gov/Forms/budget.pdf](http://www.ojp.usdoj.gov/Forms/budget.pdf).



- **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.

**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.

### **Other Attachments**

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 the Office of Justice Programs develop a geographic information system (GIS) strategic planning capacity, applicants must provide the following two items of information on the geographic area served by the funded activity (“service area”) in the formats specified below. 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 area. If proposed multiple service areas have not been determined, simply provide the requested information for the applicant.

- **Physical address.** If the mailing address is a P.O. Box, specify the physical address of the location where services are to be provided.

(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 clearly depicted. The map should be marked 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, they can be e-mailed to OJJDP via Dennis Mondoro at [Dennis.Mondoro@usdoj.gov](mailto:Dennis.Mondoro@usdoj.gov).

## **Additional Requirements**

- 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
- Suspension or Termination of Funding
- Non-Profit Organizations
- Government Performance and Results Act (GPRA)
- Rights in Intellectual Property

We strongly encourage you to review the information pertaining to these additional requirements prior to submitting your application. Additional information for each can be found at [www.ojp.usdoj.gov/funding/otherrequirements.htm](http://www.ojp.usdoj.gov/funding/otherrequirements.htm).

## **Attachment: Sample Project Abstract**

The following is a sample project abstract.

In 2002, Johnson County had a truancy rate of 12 percent. Several studies have established that lack of commitment to school is a risk factor for delinquency (Dryfoos, 1990; Catalano et al., 1998). Although many factors are associated with truancy, previous research indicates a particularly strong correlation between truancy and lack of parental involvement (Catalano et al. 1998). The ABC Project seeks to increase the parental involvement in Johnson County's at-risk youth population to address the county's high truancy rate. The project's primary activity will be the operation of parenting classes for the parents of truant youth. The project will offer the classes twice a week for 12 weeks. The project seeks to serve at least 100 parents over a 2-year period. Progress will be measured by the number of participants attending the classes and the number of parents completing the 12-week course. The project will also track the truancy rates of the students of the parents who attended the classes for a year after program completion.