



The [U.S. Department of Justice](#), [Office of Justice Programs](#), [Office of Juvenile Justice and Delinquency Prevention](#), in conjunction with the Sentencing, Monitoring, Apprehending, Registering and Tracking (SMART) Office, is pleased to announce that it is seeking applications for funding under the Juvenile Sex Offender Treatment Program Development and Capacity Building Program. This program furthers the Department's mission by supporting States and communities in their efforts to develop, enhance and implement effective treatment programs, and to improve the juvenile justice system so that it protects public safety, holds offenders accountable, and provides treatment and rehabilitative services tailored to the needs of juvenile sex offenders.

OJJDP FY 2007 Juvenile Sex Offender Treatment Program Development and Capacity Building

Eligibility

OJJDP in conjunction with the SMART Office invites applications from public agencies (including state agencies, units of local government, and tribal governments) and private organizations (including faith- and community-based organizations).

(See "Eligibility," page 3.)

Deadline

All applications are due by 8:00 p.m. E.T., on August 9, 2007.
(See "Deadline: Application," page 3.)

Contact Information

For assistance with the requirements of this solicitation, contact Janet Chiancone, Research Coordinator, at 202-353-9258 or janet.chiancone@usdoj.gov.

Applicants must submit their applications through Grants.gov. The funding opportunity number is OJJDP-2007-1665. For technical assistance with submitting the application, call the Grants.gov Customer Support Hotline at 1-800-518-4726

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OJJDP FY 2007 Juvenile Sex Offender Treatment Program Development and Capacity Building CFDA # 16.541

Overview

The purpose of the OJJDP and SMART Office FY 2007 Juvenile Sex Offender Treatment Program Development and Capacity Building solicitation is to provide support to develop or build capacity of residential treatment programs for juvenile sex offenders, in particular regarding reentry of youth into their home communities, while ensuring public safety. This program is authorized by Part E of the Juvenile Justice and Delinquency Prevention Act of 2002, 42 U.S.C. 5665-5667 and Pub. L. 109-248, Sec. 623.

Registration

Registering with Grants.gov is a one-time process; however, if you are a first time registrant it could take up to several weeks to validate and confirm your registration and to receive your user password. OJJDP highly recommends that you start the registration process as early as possible to prevent delays in submitting your application package to our agency by the deadline specified. There are three steps that you must complete before you may register: 1) Register with Central Contractor Registry (CCR); 2) Register yourself as an Authorized Organization Representative (AOR); and 3) Be authorized as an AOR by your organization. For more information, go to www.grants.gov. **Note: Your CCR Registration must be renewed once a year. Failure to renew your CCR registration may prohibit submission of a grant application through Grants.gov.**

Deadline: Application

The due date for applying for funding under this announcement is 8:00 p.m. E.T., August 9, 2007.

Eligibility

OJJDP in conjunction with the SMART Office invites applications from public agencies (including state agencies, units of local government, and tribal governments) and private organizations (including faith- and community-based organizations). Joint applications from two or more eligible applicants are welcome; however, one applicant must be clearly indicated as the primary applicant (for correspondence, award, and management purposes) and the others indicated as co-applicants.

Faith-Based and Other 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 DOJ policy that faith-based and other community organizations that statutorily qualify as eligible applicants under DOJ programs are invited and encouraged to apply for

assistance awards to fund eligible grant activities. Faith-based and other community organizations will be considered for awards on the same basis as other eligible applicants and, if they receive assistance awards, will be treated on an equal basis with all other grantees in the administration of such awards. No eligible applicant or grantee will be discriminated for or against 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 DOJ 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. DOJ grant funds, however, may not be used 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 DOJ grant funds; rather, such religious activity must be separate in time or place from the DOJ-funded program. Further, participation in such activity by individuals receiving services must be voluntary. Programs funded by DOJ are not permitted to discriminate in the provision of services on the basis of a beneficiary's religion.

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

Program-Specific Information

The purpose of the OJJDP/SMART Office FY 2007 Juvenile Sex Offender Treatment Program Development and Capacity Building solicitation is to provide support to applicants to develop or build capacity of residential treatment programs for juvenile sex offenders, in particular regarding reentry programming. Ideally, applications should propose program strategies that are evidence-based.

- **Background**

More than 16 percent of the arrests for forcible rape in 2004 and nearly 20 percent of the arrests for all other sex offenses in 2004 involved youth younger than 18 years old.¹ The costs imposed by juvenile sex offending include not only those inflicted on crime victims and society as a whole, but also those imposed on offenders and their families.

Over the past decade, OJJDP has supported a number of projects geared toward advancing knowledge and practice regarding assessment and treatment of juvenile sex offending. This includes development of several key resources for states and communities (see list of resources, page 13). These activities have gone a long way toward improving the response to juvenile sex offending and the treatment of juvenile sex offenders. Nevertheless, major challenges still exist.

¹ Puzanchera, C., Adams, B., Snyder, H., and Kang, W. (2006). "Easy Access to FBI Arrest Statistics 1994-2004" Online. Available: <http://ojjdp.ncjrs.gov/ojstatbb/ezaucr/>

- **Developing and Capacity Building for Residential Treatment Programs**

As state laws and juvenile justice practices have changed over the past decade or so, the population of youth placed in sex offender residential treatment programs has also changed. As a result, many residential programs are now charged with providing treatment to a more diversified group of offenders which includes both boys and girls, both adolescent and preadolescent.

Another major area in which residential programs face challenges is in transitioning youth who complete treatment back into their home communities. These challenges include both preparing the juvenile and his/her family for transition back into the home community; preparing for continued treatment at the community level.

- **Purpose**

OJJDP is invested in assisting states, territories, tribes, and communities to appropriately address treatment of juvenile sex offending, and to promote the use of evidence-based programming. To that end, the purpose of this solicitation is to provide funding for the implementation of projects that:

- Develop or build capacity of residential programs for juvenile sex offenders, in both treatment and reentry programming.

To be eligible for funding, applications should address the category listed above.

- **Goals and Objectives**

The goal of this program is to enhance practice regarding treatment of juvenile sex offending through the provision of juvenile sex offender treatment and reentry programming by expanding the use of evidence-based practices.

OJJDP funds should be used to implement a program strategy and develop a sustainability plan for continuing project activities when the award period ends. No funds are to be used for facility operations (e.g., utilities, renovations, etc.). Priority will be given to applications that limit personnel expenditures.

- **Deliverables**

Proposals should contain a description of all products (e.g., training curricula, technical assistance materials, guidelines, screening instruments, reports) that will be derived from the project. In addition to the required semi-annual progress reports in the Grants Management System (GMS), each grantee will be required to produce a final report, suitable for publication. Applicants are encouraged to identify additional deliverables, such as articles in refereed journals.

- **Award Information**

It is anticipated that awards will range from \$500,000 to \$1 million for a period of 24 months.

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

Match Requirement: A 25 percent match is 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:

Objective	Performance Measures	Data Grantee Provides
<p>The solicitation’s overall objective is to:</p> <p>Develop or build capacity of residential programs for juvenile sex offenders, in particular regarding reentry programming.</p> <p>Applications may fit into one or more of the following categories:</p> <p>Direct Service Programs (Intervention)</p> <p>Systems Improvement Projects (includes training and technical assistance)</p>	<p>Direct Service Programs (Intervention)</p> <p>Percent of program youth exhibiting a desired change in the targeted behavior</p> <p>Number of program youth served.</p> <p>Number of service hours completed by program youth.</p> <p>Systems Improvement Project</p> <p>Percent of grantees implementing one or more evidence-based programs.</p> <p>Number of program materials developed.</p> <p>Number of planning activities conducted.</p> <p>Number of program staff/community members/professionals trained.</p> <p>Research and Development</p> <p>Number of deliverables (e.g., reports, curricula, manuscripts) completed on time.</p>	<p>Direct Service Programs (Intervention)</p> <p>Number of program youth exhibiting a desired change in the targeted behavior</p> <p>Number of program youth served.</p> <p>Number of service hours completed by program youth.</p> <p>Systems Improvement Project</p> <p>Number of youth with whom an evidence-based practice was used.</p> <p>Number of program materials developed.</p> <p>Number of planning activities conducted.</p> <p>Number of program staff/community members/professionals trained.</p> <p>Research and Development</p> <p>Number of deliverables to be submitted to OJJDP.</p>

	<p>Number of deliverables that meet OJJDP's expectations for depth, breadth, scope and quality of study, and pertinence. (As determined by OJJDP program manager and management.)</p>	<p>Number of deliverables (e.g., reports, curricula, manuscripts) completed on time.</p> <p>Number of deliverables that meet OJJDP's expectations for depth, breadth, scope and quality of study, and pertinence.</p>
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How To Apply

DOJ is participating in the e-Government initiative, one of 25 initiatives included in the President's Management Agenda. Part of this initiative—Grants.gov—is a “one-stop storefront” that provides a unified process for all customers of federal grants to find funding opportunities and apply for funding.

Grants.Gov Instructions. Complete instructions can be found at www.grants.gov. If you experience difficulties at any point during this process, please call the Grants.gov Customer Support Hotline at 1-800-518-4726.

CFDA Number. The Catalog of Federal Domestic Assistance (CFDA) number for this solicitation is 16.541, and the funding opportunity number is OJJDP-2007-1665.

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. Obtain one by calling 1-866-705-5711 or by applying online at www.dunandbradstreet.com. 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 used by most federal agencies, following the instructions it provides.

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, using a standard 12-point font (Times New Roman preferred), with 1-inch margins, not exceeding 30 pages of 8½ by 11-inches. (Please number pages “1 of 30,” “2 of 30,” and so forth.) Material required under the “Budget and Budget Narrative” and “Other Attachments” sections will not count toward the program narrative page count. Applications that do not adhere to the required format may be deemed ineligible.

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

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

Applicants must briefly describe the nature and scope of the problem to be addressed by this project (e.g., need for reentry programming). Research findings and data should be used 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 and the larger community. Applicants should describe any previous or current attempts to address the problem. Applicants must demonstrate a thorough understanding of the juvenile sex offender research and treatment literature, including any gaps in the literature.

- **Impact/Outcomes and Evaluation**

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

Goals. Applicants should provide a broad statement, written in general terms, that conveys the program’s intent to change, reduce, or eliminate the problem described. This section of the program narrative must outline the specific goals of the project.

Program Objectives. Applicants should explain how the program will accomplish its goals. Objectives are specific, quantifiable statements of the desired results of the program, and they should be clearly connected to the problems identified in the preceding section. The objectives should be measurable. (Examples of measurable objectives might include the following: to provide school-based and community services for 40 youth returning from commitment, to expand counseling services to cover an additional 50 at-risk youth.)

Performance Measures. Award recipients are required to collect and report data in support of performance measures. (See “Performance Measures,” page 6.) Recipients’ assistance in obtaining this information will facilitate future program planning and will

allow OJP to provide Congress with measurable results associated with federally funded programs. Performance measures must reflect the specific problems, goals and objectives, and design (see “Project/Program Design and Implementation” below) associated with this grant.

To ensure that the Performance Measures selected by the grantee reflect the specific problems, goals, objectives, and design strategy of the project, OJJDP has developed mandatory performance measures. To determine those that apply to your application, visit ojjdp.ncjrs.gov/grantees/performance.html.

- **Project/Program Design and Implementation**

Applicants must describe the specific strategies that will be used to implement the proposed program. Applicants should develop a program design that will facilitate the gathering of data on the required performance measures.

This section of the program narrative should describe what applicants propose to do and how they intend to do it. Applicants should identify the program’s target population and explain how the strategy will achieve the goals and objectives identified in the previous section.

Applicants should include a logic model that graphically illustrates how the chosen performance measures are related to the specific problems, goals, and program activities. Sample logic models are available at ojjdp.ncjrs.gov/grantees/performance.html.

This section should be detailed and describe how the project will operate throughout the duration of the funding period. Applicants are encouraged to select evidence-based practices for their programs, and/or to describe how they will be testing an innovative strategy. This section must also discuss plans for sustainability, i.e., how the program will continue to operate beyond the period of the OJJDP grant award.

This section should also include details regarding any leveraged resources (cash or in-kind) from local sources to support the project. Applicants should identify any other federal, state, or private foundation grants that serve the same local area and target population.

Finally, applicants should describe any research or evaluation studies that support the entire project design, or any of its components. Previous research related to the applicant’s selected problem area should also be noted to indicate the applicant’s understanding of the causes of—and potential solutions to—the problems to be addressed. While applicants are expected to review the research literature for any relevant studies, they should also explore whether any unpublished local sources of research or evaluation data are available.

OJJDP recognizes that innovative work regarding intervention and treatment of juvenile sex offenders has been conducted in countries other than the United States. Applicants may choose to base their program strategy on work from other countries; however, as with any program strategy, applicants should include a description that explains how the strategy is based on sound research and evidence, and include citations where applicable.

In addition to the narrative description of the project design, applicants must also submit a timeline or milestone chart that indicates major tasks in the proposed design, assigns responsibility for each major task, and plots completion of these tasks by month or quarter for the duration of the award. This timeline/milestone chart should be submitted as a separate attachment as stipulated in "Other Attachments," page 11.

- **Capabilities/Competencies**

Applicants must describe the roles and responsibilities of project staff and explain the program's organizational structure and operations.

This section of the program narrative must describe how the project will be managed and staffed locally. Management and staffing patterns should be clearly and evidently connected to the project design described in the previous section. This section should describe the experience and capability of the applicant's organization and any contractors that will be used to effectively implement and manage this effort and its associated federal funding. Any prior experience implementing projects of similar design or magnitude should be highlighted in this section.

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 both a detailed worksheet itemizing all costs and a narrative explaining and justifying each budget item:

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 cost was calculated. For example, costs for personnel should 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 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.

- **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 detail worksheet and provide justification for 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 detail worksheet (particularly supplies, travel, and equipment) and demonstrate that all costs are reasonable.

Indirect Cost Rate Agreement

Applicants that do not have a federally negotiated indirect cost rate and wish to establish one, can 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/oc/indirectcosts.htm.

Other Attachments

Applicants must submit the following materials as attachments to their application. The Other Program Attachments—which must be submitted as a Microsoft Word document (.doc), PDF file (.pdf), or text document (.txt)—must include:

- Annualized project timeline containing each project goal, related objective, activity, expected completion date, and responsible person or organization. Please do not use actual calendar months/years in your timeline; instead prepare the timeline using “Year 1,” “Month 1,” etc. (See “Sample Project Timelines” at ojdp.ncjrs.gov/grantees/timelines.html.)
- Résumés of all key personnel.
- Job descriptions outlining roles and responsibilities for all key positions.
- Letters of support/commitment and memorandums of understanding (where appropriate).
- **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)	(example with no street address)
ABC Associates	ABC Associates
123 First Street	First Street and Holiday Drive
Shrewsbury, PA 17361	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.

Selection Criteria

Applications that proceed to peer review will be rated on a 100-point scale, based on the following point values for the selection criteria:

- Statement of the Problem/Program Narrative (20)
- Impact/Outcomes and Evaluation (20)
- Project/Program Design and Implementation (25)
- Capabilities/Competencies (25)
- Budget (10)

See “Program Narrative,” page 8, for detailed descriptions of the above criteria.

Review Process

OJJDP and the SMART Office are committed to ensuring a competitive and standardized process for awarding grants. Applications will be screened initially to determine whether the applicant meets all eligibility requirements. Only applications submitted by eligible applicants that meet all other requirements will be evaluated, scored, and rated by a peer review panel.

Peer reviewers’ ratings and any resulting recommendations are advisory only. All final grant award decisions will be made by the U.S. Department of Justice, which may also give consideration to geographic distribution and regional balance when making awards.

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.

References and Other Resources

Solicitation References

- Araji, S. 1997. Sexually Aggressive Children: Coming To Understand Them. Thousand Oaks, CA: Sage Publications.
- Gray, A.S., and Pithers, W.D. 1993. Relapse prevention with sexually aggressive adolescents and children: Expanding treatment and supervision. In *The Juvenile Sex Offender*, edited by H.E. Barbaree, W.L. Marshall, and S.M. Hudson. New York, NY: Guilford Press, pp. 289-319.
- Johnson, T.C. 1991. Children who molest children: Identification and treatment approaches for children who molest other children. *The APSAC Advisor* (Fall):9–11, 23.
- Puzanchera, C., Adams, B., Snyder, H., and Kang, W. (2006). "Easy Access to FBI Arrest Statistics 1994-2004" Online. Available: <http://ojdp.ncjrs.gov/ojstatbb/ezaucr/>
- Righthand, S. and Welch, C. (2001). Juveniles who have sexually offended: A review of the professional literature. Report: Office of Juvenile Justice and Delinquency Prevention, Washington, DC.

Juvenile Sex Offending Resources

- Juvenile Sex Offender Assessment Protocol-II (J-SOAP-II) Manual. (NCJ 202316). October 2003. 31 pages. Authors: Prentky, R., Righthand, S.
- Juveniles Who Have Sexually Offended: A Review of the Professional Literature. (NCJ 184739) March 2001. *Report*, 86 pages. Authors: Righthand, S., Welch, C.
- Association for the Treatment of Sexual Abusers
- National Center on Sexual Behavior of Youth

Juvenile Sex Offender Treatment Program Development and Capacity Building