



---

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 FY 09 Gang Prevention Youth Mentoring Program. This program furthers the Department's mission by assisting communities with a mentoring initiative that includes a multi-modal approach to prevent delinquency, gang membership, and youth violence.

# OJJDP FY 09 Gang Prevention Youth Mentoring Program

## Eligibility

OJJDP invites applications from private organizations, federally recognized Indian tribes, nonprofits (including faith-based, community, and tribal organizations), and public agencies (including schools, colleges, universities, and units of local government) in communities that have completed a comprehensive community gang assessment.

(See "Eligibility," page 3).

## Deadline

Applicants must register with [GMS](#) prior to submitting an application.

(See "Registration," page 3.)

All applications are due by 8:00 p.m., Eastern Time, on June 15, 2009.

(See "Deadline: Application," page 3)

## Contact Information

For assistance with the requirements of this solicitation, contact Stephanie Rapp, Grants Program Specialist, at 202-514-9123 or [stephanie.rapp@usdoj.gov](mailto:stephanie.rapp@usdoj.gov) or Dennis Mondoro, Strategic Community Development Coordinator, 202-514-3913 or [dennis.mondoro@usdoj.gov](mailto:dennis.mondoro@usdoj.gov).

This application must be submitted through OJP's [Grants Management System](#) (GMS). For technical assistance with submitting the application, call the GMS Support Hotline at 1-888-549-9901, option 3. The hours of operation for the GMS Support Hotline are Monday–Friday, 7:00 a.m. to 9:00 p.m., Eastern Time.

The Funding Opportunity Number assigned to this opportunity is OJJDP-2009-2219

# CONTENTS

Overview.....	3
Registration.....	3
Deadline: Application.....	3
Eligibility.....	3
Program-Specific Information.....	4
Performance Measures.....	6
How to Apply.....	8
What an Application Must Include.....	9
Standard Form—424.....	9
Program Narrative.....	9
Budget and Budget Narrative.....	11
Indirect Cost Rate Agreement.....	12
Other Attachments.....	12
Selection Criteria.....	12
Review Process.....	13
Additional Requirements.....	13

# OJJDP FY 09 Gang Prevention Youth Mentoring Program (CFDA #16.726)

## Overview

OJJDP seeks applicants to establish mentoring programs that offer a mixture of core services and engage youth with activities that enable them to practice healthy behaviors within a positive pro-social peer group. The target population should be youth at risk of gang activity, delinquency, and youth violence. This program should develop and strengthen protective factors against gang involvement and other problem behaviors. It can be based in a school or community setting. Successful applicants will include organizations, local school districts, and communities dealing with demonstrated gang problems who are a part of a communitywide strategy to combat gang activity. This initiative is authorized under the Department of Justice Appropriations Act, 2009, Pub. L. 111-8.

## Deadline: Registration

Applicants must register with GMS prior to applying. The GMS registration deadline is 8:00 p.m., Eastern Time, June 15, 2009.

## Deadline: Application

The due date for applying for funding under this announcement is 8:00 p.m., Eastern Time, June 15, 2009.

## Eligibility

OJJDP welcomes applications from private organizations, federally recognized tribes, nonprofits (including faith-based, community and tribal organizations), and public agencies (including schools, colleges, universities, and units of local government) in communities that have completed a comprehensive community gang assessment. Such an assessment includes: (1) the identification of the types of gang activity and violence in the community and (2) the identification of community resources and gaps in services. The information gleaned from this assessment should clearly validate the need for gang prevention/mentoring programs. Applicants must provide documentation of the community's gang assessment as an attachment to the application for these funds.

**Faith-Based and Other Community Organizations.** Consistent with Executive Order 13279, dated December 12, 2002, and 28 C.F.R. Part 38, 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., remove 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.

If the applicant is a faith-based organization that makes hiring decisions on the basis of religious belief, it may be entitled, under the Religious Freedom Restoration Act, 42 U.S.C. § 2000bb, to receive federal funds and yet maintain that hiring practice, even if the law creating the funding program contains a general ban on religious discrimination in employment. For the circumstances under which this may occur, and the certifications that may be required, visit the [Civil Rights Compliance](#) link, under "Additional Requirements" in this announcement.

**American Indian and Alaska Native Tribes and Tribal Organizations.** Tribal applicants are limited to federally recognized tribes, for-profit (commercial) organizations, nonprofit organizations, faith-based and community organizations, institutions of higher learning, and partnerships with demonstrated organizational and community-based experience in working with American Indian and Alaska Native communities, including tribal commercial and nonprofit organizations, tribal colleges and universities, and tribal partnerships.

All tribal applications must be accompanied by a current authorizing resolution of the governing body of the tribal entity or other enactment of the tribal council or comparable government body. If the grant will benefit more than one tribal entity, a current authorizing resolution or other enactment of the tribal council or comparable government body from each tribal entity must be included. If the grant application is being submitted on behalf of a tribal entity, a letter or similar document authorizing the inclusion of the tribal entity named in the application must be included.

OJJDP encourages applicants to review the [Civil Rights Compliance](#) section, under "Additional Requirements" in this announcement.

## **Program-Specific Information**

Research indicates that gang members are responsible for a disproportionate share of violent juvenile offenses. Youth gangs continue to have a significant adverse impact on youth, families, and communities. Risk factors that lead to gang involvement also lead to other problem behaviors such as truancy, delinquency, violence, and dropping out of school.

Mentoring is one of the most commonly used strategies to prevent, divert, and remediate youth engaged in, or at risk for, delinquent and other antisocial behavior, aggression, and school failure. Studies indicate that mentoring has the greatest effect on reducing delinquency and aggression, the problem behaviors that are increased by gang membership. Additional

research has shown that a strong predictor of sustained gang affiliation is a high level of interaction with antisocial peers and a low level of interaction with pro-social peers.

OJJDP seeks applicants to establish or expand a mentoring program that offers a mixture of core services and engages youth with activities that enable them to practice healthy behaviors within a positive pro-social peer group. The target population should be youth at risk of gang activity, delinquency, and youth violence.

The goals of this mentoring program are to prevent gang activity, delinquency, and violence by doing the following:

(1) Offering at-risk youth core services that fulfill their adolescent developmental needs within the context of a positive pro-social peer group, including:

- A multi-modal mixture of services that may include, but is not limited to, life skills and psycho-educational training, mental health counseling, job placement, community service projects, and structured afterschool recreational, educational, and artistic/culturally enhancing activities.
- Emphasizing long-term relationships with mentors and key staff, who are nurturing and supportive adults.

(2) Developing structured mentoring relationships that include the following:

- a relationship that lasts 2 or more years with significant contact between the mentor and mentee where the mentee views the mentor as a friend, not an authority figure.
- significant training for the mentor.
- oversight of the mentoring relationship.
- data collection to track the relationship and positive outcomes arising from the mentoring relationship.
- structured activities for the mentors and mentees to participate in together.
- **Award Information**

OJJDP will make multiple awards of up to \$500,000 each to support this 3-year project. All awards are subject to the availability of appropriated funds and any modifications or additional requirements that may be imposed by law. OJJDP expects to make any awards under this solicitation by no later than September 30, 2009.

**Limitation on Use of Award Funds for Employee Compensation; Waiver.** No portion of any award of more than \$250,000 made under this solicitation may be used to pay any portion of the total cash compensation (salary plus bonuses) of any employee of the award recipient whose total cash compensation exceeds 110 percent 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 salary table for SES employees is available at [www.opm.gov](http://www.opm.gov).) This prohibition may be waived at the discretion of

the Assistant Attorney General for the Office of Justice Programs. An applicant that wishes to request a waiver must include a detailed justification in the budget narrative of the application. The justification should include: the particular qualification and expertise of the individual, the uniqueness of the service being provided, the individual's specific knowledge of the program or project undertaken with the grant funds and a statement explaining that the individual's salary is commensurate with the regular and customary rate for an individual with her/his qualifications and expertise, and for the work that is to be done.

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

## Performance Measures

To assist the Department in fulfilling its responsibilities under the Government Performance and Results Act, Pub.L. 103-62, applicants that receive funding under this solicitation must provide data that measures the results of their work. For this solicitation, OJJDP has identified mandatory performance measures, outlined in the table below, for which the Office will require applicants selected for funding to submit data during the grant period. OJJDP has an online system ([www.ojjdp-dctat.org](http://www.ojjdp-dctat.org)) for grantee transmittal of performance measure data. In their proposal narrative, applicants must describe their understanding of the mandatory performance measures and discuss their data collection methods. For detailed information on measures and resources, see OJJDP's Performance Measures Web page ([ojjdp.ncjrs.gov/grantees/pm](http://ojjdp.ncjrs.gov/grantees/pm)). Mandatory performance measures for this solicitation are as follows:

Objectives	Performance Measures	Data Grantee Provides
<p>Enhance and improve the organizational capacity and system efficiency and cost effectiveness through training and technical assistance and other strategies.</p>	<p>Increase in number of mentors recruited.</p> <p>Percent of mentors successfully completing training.</p> <p>Percent of trained mentors with increased knowledge of the program area.</p> <p>Mentor retention rate.</p> <p>Number of grantees implementing an evidence-</p>	<p>During the reporting period:</p> <p>The increase in number of mentors recruited (ready for training).</p> <p>Number of mentors.</p> <p>Number of mentors successfully completing training.</p> <p>Number of trained mentors.</p> <p>Number of trained mentors demonstrating increased knowledge of the program.</p> <p>Number of mentors in program.</p> <p>Number of mentors who left the program.</p> <p>Number of programs created/implemented.</p> <p>Whether or not the grantee is implementing at least one</p>

<p>Improve outcomes for at-risk youth in mentoring programs by establishing and strengthening collaborative community approaches.</p>	<p>based program or practice.</p>	<p>program/practice determined to be evidence-based, as defined by OJJDP.*</p>
	<p>Percent increase in youth enrolled since program onset.</p>	<p>Youth enrollment at program onset, i.e., beginning of grant period.</p> <p>Current youth enrollment.</p>
	<p>Percent of mentoring programs with active partners representing the following types of groups: non-profit service organizations, faith-based organizations, private industry, secondary education providers, post-secondary education providers, vocational training providers, and other active partners.</p>	<p>Number of mentoring programs.</p> <p>Number of mentoring programs with active partners.</p>
	<p>Number of youth served.</p>	<p>Number of youth carried over from the previous reporting period.</p> <p>New admissions.</p>
	<p>Percent of youth completing program requirements.</p>	<p>Number of youth who exited the program.</p> <p>Number of youth who exited the program having completed program requirements.</p>
	<p>Percent of youth who offend/reoffend.</p>	<p>Number of youth in program.</p> <p>Number of youth with a new offense.</p>
	<p>Percent of youth exhibiting desired change in targeted behaviors, which will depend on program goals and activities and may include academic achievement, school attendance, social competency, etc.</p>	<p>Number of youth exhibiting desired change in targeted behaviors.</p>
	<p>Percent of youth served with whom an evidence-based program or practice was used.</p>	<p>Number of youth served using an evidence-based model or program.</p>

\*Evidence-based programs/practices have been shown, through rigorous evaluation and replication, to be effective at preventing/reducing juvenile delinquency, victimization, and related risk factors. They may be derived from a variety of valid sources, such as OJJDP's Model Programs Guide, and may include practices adopted by agencies, organizations, and staff that are generally recognized as best practices, based on research literature and the degree to which it is based on a clear, well-articulated theory or conceptual framework for delinquency or victimization prevention/intervention.

For more information about OJJDP performance measures, contact Janet Chiancone at [janet.chiancone@usdoj.gov](mailto:janet.chiancone@usdoj.gov).

## How to Apply

**Grants Management System Instructions.** Applications must be submitted through OJP's online Grants Management System (GMS). To access the system, go to <https://grants.ojp.usdoj.gov>. Applicants should begin the process a few weeks prior to the GMS registration deadline, especially if this is the first time they have used the system. Each application requires a separate GMS registration. For a step-by-step guide, visit <http://www.ojp.gov/gmscbt/> and refer to the section entitled "External Overview: Locating & Applying for Funding Opportunities." For additional assistance, call the GMS Help Desk at 1-888-549-9901 from 7:00 a.m. to 9:00 p.m. Eastern Time Monday to Friday.

**Note: OJP will not review any application whose attachments are in Microsoft Vista or Microsoft 2007 format.** Applications submitted via GMS must be in the following formats: Microsoft Word (\*.doc), Word Perfect (\*.wpd), Microsoft Excel (\*.xlm), PDF files (\*.pdf), or Text Documents (\*.txt). . GMS is not yet compatible with Vista and cannot yet process Microsoft Word 2007 documents saved in the new default format with the extension ".docx." Please ensure the documents you are submitting are saved using "Word 97-2003 Document (\*.doc)" format. Additionally, 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."

**CFDA Number.** The Catalog of Federal Domestic Assistance (CFDA) number for this solicitation is 16.726, titled "Juvenile Mentoring Programs," and the Funding Opportunity Number is OJJDP-2009-2219.

**DUNS Number:** 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 tracking entities receiving federal funds. The identifier is used 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 <http://www.dnb.com/us/> to obtain a number. Individuals are exempt from this requirement.

**Central Contractor Registration:** OJP requires that all applicants for federal financial assistance, other than individuals, maintain current registrations in the Central Contractor Registration (CCR) Database. The CCR database is the repository for standard information about federal financial assistance applicants, recipients, and sub-recipients. Organizations that have previously submitted applications via Grants.gov are already registered with CCR, as it is a requirement for Grants.gov registration. Please note, however, that applicants must

update or renew their CCR at least once per year to maintain an active status. Information about registration procedures can be accessed at [www.ccr.gov](http://www.ccr.gov).

## 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

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. Material required under the “Budget and Budget Narrative” and “Other Attachments” sections will not count toward the program narrative page count. OJJDP may reject applications that are incomplete, do not respond to the scope of the solicitation, or fail to comply with format requirements.

The program narrative must address the following selection criteria: (1) statement of the problem, (2) impact/outcomes and evaluation/performance measure data collection plan, (3) project/program design and implementation, and (4) capabilities/ competencies. The connections among 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**

Applicants must thoroughly describe the nature and scope of gang activity, delinquency, and violence in the area where their program will be implemented. They should use local data to provide evidence that the problem exists, demonstrate the size and scope of the problem, and document the efforts to eliminate the problem on the target population and the larger community. This section should describe operational definitions that are currently being used in the target area to identify gangs, gang members, and gang related incidents.

Applicants should describe any research or evaluation studies that relate to the problem and contribute to the applicant’s understanding of its causes and potential solutions. While OJJDP expects applicants to review the research literature for relevant studies, they should also explore whether unpublished local sources of research or evaluation data are available.

**Project Abstract.** A project abstract must be included as the first page of the statement of the problem 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 the applicant will implement 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/Performance Measure Data Collection Plan,” below). The abstract must describe how the applicant will measure progress toward these goals.

**SMART.** Applicants must demonstrate that they have queried OJJDP’s Socioeconomic Mapping and Resource Topography (SMART) system to determine program placement in a community facing significant need. Applicants should submit SMART-generated maps and reports that support the problem they have identified in this section as attachments to their application. If the SMART System does not provide the most recent data or information to validate the problem, applicants may identify and submit additional data points (e.g., local incidents of crime or community resources) instead (see “Other Attachments,” page 12). OJJDP strongly encourages discretionary grant applicants to use the enhanced functionality in the SMART system when justifying the need for funding in their locality. All applicants must register with the SMART system at [smart.gismapping.info](http://smart.gismapping.info), and become familiar with the data, information, and functionality. Instructions specific to the FY 2009 solicitations will be posted on the home page of the SMART site. OJJDP will provide additional training and guidance on the SMART system and this new requirement.

- **Impact/Outcomes and Evaluation/Performance Measure Data Collection Plan**

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 OJJDP will require grantees to provide.

**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.** OJJDP requires award recipients to collect and report data in support of performance measures (see "Performance Measures," page 6.)

- **Project/Program Design and Implementation**

Applicants must clearly describe the specific actions that they will use to create or enhance a mentoring program that offers a mixture of core services and engages youth within a positive pro-social peer group. Applicants should develop a program design that will facilitate the gathering of data on the required performance measures.

This section of the statement of the problem should describe what the applicant proposes to do to establish and maintain a multi-modal mentoring program and how the applicant will develop and manage the positive pro-social peer group within the larger context of this project. Applicants should identify the program’s target area and population and explain how this program will fulfill the goals and objectives identified in the previous section.

Applicants should detail any leveraged resources from local sources, cash or in kind, to support the project and discuss plans for sustainability beyond the project period. Applicants should identify any other federal, state, or private foundation grants that serve the same local area and target population.

**Logic Model.** Applicants must include a logic model that graphically illustrates how the performance measures are related to the project’s problems, goals, objectives, and design.

Sample logic models are available at [ojjdp.ncjrs.gov/grantees/performance.html](http://ojjdp.ncjrs.gov/grantees/performance.html). Applicants must submit the logic model as a separate attachment, as stipulated in “Other Attachments,” page 12.

**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](http://ojjdp.ncjrs.gov/grantees/timelines.html)). Applicants must submit the timeline as a separate attachment, as stipulated in “Other Attachments,” page 12. On receipt of an award, grantees may revise the timeline based on training and technical assistance that OJJDP will provide.

- **Capabilities/Competencies**

Applicants must describe the roles and responsibilities of project staff and explain the program’s organizational structure and operations. They must clearly connect management and staffing patterns to the project design described in the previous section. Applicants must describe the experience and capability of their organization and any contractors that they will use to effectively implement and manage this effort and its associated federal funding, highlighting any previous experience implementing projects of similar design or magnitude. If partner organizations will assist with project activities, applicants should attach to the application memorandums of understanding from those organizations describing their roles in the project and any resources, tangible or intangible, that they will contribute.

### **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.

Allowable costs under this program must focus on the prevention of delinquency, gang membership/activity, and youth violence. Such costs may include, but are not limited to, salary and related expenses for staff, equipment, supplies, and programmatic activities.

Applicants must budget for up to three participants to attend an all-site meeting that OJJDP will convene at a site to be determined during the project period. Applicants should include entries for travel and per diem expenses in their budget for each member who will attend the meeting. Applicants must submit a budget that includes both a detailed worksheet itemizing all costs and a narrative explaining and justifying each budget item.

- **Budget Worksheet**

The worksheet must provide the detailed computation for each budget line item, listing its cost and showing how it was calculated. For example, personnel costs must show the annual salary rate and percentage of time devoted to the project for each employee paid with grant funds. The budget worksheet must present a complete and detailed itemization of all proposed costs. A template is available at [http://www.ojp.usdoj.gov/funding/forms/budget\\_detail.pdf](http://www.ojp.usdoj.gov/funding/forms/budget_detail.pdf).

- **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 justify all proposed costs listed in the budget 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.

### **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 [http://www.ojp.usdoj.gov/funding/pdfs/indirect\\_costs.pdf](http://www.ojp.usdoj.gov/funding/pdfs/indirect_costs.pdf).

### **Other Attachments**

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

- comprehensive community gang assessment
- SMART data (see "SMART," page 10).
- logic model (see "Logic Model," page 10).
- timeline or milestone chart (see "Timeline," page 11).
- résumés of all key personnel.
- job descriptions outlining roles and responsibilities for all key positions
- letters of support/commitment and memorandums of understanding from partner organizations.

### **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:

- Statement of the Problem (25points)
- Impact/Outcomes and Evaluation/Performance Measure Data Collection Plan (15 points)
- Project/Program Design and Implementation (25 points)
- Capabilities/Competencies (20 points)
- Budget (15 points)

See “Program Narrative,” page 9, for detailed descriptions of the above criteria.

## **Review Process**

OJJDP is committed to ensuring a standardized process for awarding grants. OJJDP will review each application to make sure that the information presented is reasonable, understandable, measurable, and achievable, as well as consistent with program or legislative requirements as stated in the solicitation.

Peer reviewers will review the applications submitted under this solicitation as well. OJJDP may use either internal peer reviewers, external peer reviewers, or a combination of both 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 DOJ employee. An internal reviewer is an expert in the field of the subject matter of a given solicitation who is a current DOJ employee. OJJDP will screen applications initially to determine whether the applicant meets all eligibility requirements. Peer review panels will evaluate, score, and rate only applications that eligible applicants submit and that meet all other requirements. Peer reviewers’ ratings and any resulting recommendations are advisory only. In addition to peer review ratings, considerations may include, but are not limited to, underserved populations, strategic priorities, past performance, and available funding.

After the peer review is finalized, OJP’s Office of the Chief Financial Officer (OCFO), in consultation with OJJDP, conducts a financial review of all 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. OCFO also reviews the award document and verifies the OJP Vendor Number.

Absent explicit statutory authorization or written delegation of authority to the contrary, OJP’s Assistant Attorney General, who may also consider other factors, including, but not limited to, underserved populations, strategic priorities, past performance, and available funding, will make all final grant award decisions.

## **Additional Requirements**

Successful applicants selected for award must agree to comply with additional applicable requirements prior to receiving grant funding. OJJDP strongly encourages applicants to review the information pertaining to these additional requirements prior to submitting their applications. Additional information for each is available at [www.ojp.usdoj.gov/funding/other\\_requirements.htm](http://www.ojp.usdoj.gov/funding/other_requirements.htm).

- [Civil Rights Compliance](#)
- Funding to Faith-Based Organizations
- Confidentiality and Human Subjects Protection
- Anti-Lobbying Act

- Financial and Government Audit Requirements
- National Environmental Policy Act (NEPA)
- DOJ Information Technology Standards
- Single Point of Contact Review
- Non-Supplanting of State and Local Funds
- Criminal Penalty for False Statements
- Compliance with Office of Justice Programs [Financial Guide](#)
- Suspension or Termination of Funding
- Non-Profit Organizations
- For-Profit Organizations
- Government Performance and Results Act (GPRA)
- Rights in Intellectual Property
- Federal Funding Accountability and Transparency Act (FFATA) of 2006.