



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 Title V Community Prevention Grants Program. This program furthers DOJ's mission by supporting local efforts to reduce risk factors for juvenile delinquency and to enhance protective factors to prevent youth at risk of becoming delinquent from entering the juvenile justice system.

OJJDP FY 2010 Title V Community Prevention Grants Program

Eligibility

Only the agency designated by the chief executive (e.g., the governor) of each state that has a properly constituted state advisory group, as specified in the Juvenile Justice and Delinquency Prevention Act of 2002, as amended, is eligible to apply under this solicitation. Applicants who do not meet this criterion are ineligible.

Deadline

Registration with [OJP's Grant Management System \(GMS\)](#) is required prior to application submission. (See "How To Apply," page 5.) All applications are due by 8:00 p.m., Eastern Time, on March 31, 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, 7:00 a.m. to 9:00 p.m., Eastern Time.

For assistance with the requirements of this solicitation, call your OJJDP State Representative at 202-305-9005 or Elizabeth Wolfe, Program Manager, at 202-514-0582 or e-mail her at elizabeth.wolfe@usdoj.gov.

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OJJDP FY 2010 Title V Community Prevention Grants Program (CFDA Number: 16.548)

Overview

The Juvenile Justice and Delinquency Prevention Act of 1974, Public Law 93-415, 42 U.S.C. 5601 et seq. (JJDP Act) was amended in 1992 to establish the Incentive Grants for Local Delinquency Prevention Programs. In 2002, Congress reauthorized the program as the “Incentive Grants for Local Delinquency Prevention Programs Act of 2002,” more commonly known as the Title V Community Prevention Grants Program, Sections 501-505 of the JJDP Act, as codified at 42 U.S.C. 5781-5784.

Deadlines: Registration and Application

Applicants must register with GMS to submit an application. The deadline to register in GMS is 8:00 P.M., Eastern Time, on March 11, 2010 and the deadline for applying for funding under this announcement is 8:00 p.m., Eastern Time, on March 31, 2010. See “How To Apply,” page 5, for more details.

Eligibility

Only the agency designated by the chief executive (e.g., the governor) of each state¹ that has a properly constituted state advisory group, as specified in the JJDP Act, is eligible to apply under this solicitation. Applicants who do not meet this criterion are ineligible to apply.

Program-Specific Information

- **Purpose**

Title V focuses on reducing risks and enhancing protective factors to prevent youth at risk of becoming delinquent from entering the juvenile justice system and to intervene with first-time and nonserious offenders to keep them out of the juvenile justice system.

- **Goals, Objectives, and Deliverables**

The program’s goal is to increase the availability and types of prevention programs to improve juvenile justice systems (Section 504(a) of the JJDP Act). The objective of the program is to support both state and local prevention efforts. Each year, state grantees will provide information that OJJDP will include in its annual Title V report to Congress (Section 503(4) of

¹ The term “state” means any state of the United States, the District of Columbia, the Commonwealth of Puerto Rico, the Virgin Islands, Guam, American Samoa, and the Commonwealth of the Northern Mariana Islands.

the JJDP Act). State grantees also will submit annual performance measurement-based progress reports.

Amount and Length of Awards

The awards are for a 3-year project and budget period lasting from October 1, 2009, to September 30, 2012. Applicants should use the projected FY 2010 allocations of \$33,486 for states and \$8,372 for territories (Consolidated Appropriations Act of 2009, Public Law 110-161).

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

Budget Information

Match Requirement

Federal funds awarded under this program require 50 percent match from state, local, or private sources. For each federal dollar awarded, the recipient must provide 50 percent toward the project. (Match is restricted to the same uses of funds as allowed for the federal funds.) Acceptable types of match include cash or in-kind match. The formula for calculating match is:

Federal Award Amount X Required Recipient's Share Percentage = Required Match

Example: For federal award amount of \$350,000, match would be:

$$\$350,000 \times 50\% = \$175,000 \text{ match}$$

Performance Measures Requirements

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 Must Include," page 7, for additional information. Performance measures for this solicitation are as follows:

Objective	Performance Measures	Data Grantee Provides
<p>Program objectives will depend on the specific project funded.</p> <p>Examples of objectives may include prevention of delinquency risk behaviors, improvement of family functioning, or prevention of child victimization (including abuse and neglect).</p>	<p>These will differ, depending on the specific program goals and objectives.</p> <p>Examples follow:</p> <p>Percent of program youth who complete program requirements.</p> <p>Percent of program youth who offend (are arrested).</p> <p>Percent of program youth who exhibit a desired change in targeted behaviors (depends on specific behavior targeted and might include substance use, school attendance, antisocial behavior, family relationships, etc.).</p>	<p>OJJDP has developed an online reporting system for state grantees or their subgrantees to submit subgrantee data to OJJDP electronically.</p> <p>Number of program youth who have successfully fulfilled all program requirements compared with total number of program youth.</p> <p>Number of program youth who offend compared with total number of program youth.</p> <p>Number of program youth who exhibit a desired change in targeted behaviors compared with total number of program youth.</p>

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, 7:00 a.m. to 9:00 p.m., Eastern Time. 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 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 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. Please note, however, that 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 Title V Community Prevention Grants Program.
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 Addressing All of the Requirements Outlined in this Solicitation by Following the Directions in GMS.** 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: 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 Grants.gov technical issues beyond your control that 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 a GMS Help Desk tracking number(s). After OJJDP reviews the information you submit and contacts the GMS Helpdesk to validate the technical issues you reported, OJJDP will contact you to inform you whether your request to submit a late application has been approved. If the technical issues you reported cannot be validated, OJJDP will reject your application for failing to meet the deadline.

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 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 Must Include

OJP recommends using appropriately descriptive file names (e.g., "Program Narrative," "Budget and Budget Narrative," "Timelines," "Memoranda of Understanding," "Résumés") for all required attachments. Where résumés are required, OJP recommends that all résumés be included in a single file.

Standard Form-424

See www07.grants.gov/assets/SF424Instructions.pdf for instructions on how to complete your SF424. 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

The program narrative describing the state's approach to implementing the FY 2010 Title V Incentive Grants for Local Delinquency Prevention Programs should be no more than five pages. It should include the following required components:

1. Estimated number of new and continuation subgrants the state will award.
2. Plan to reach eligible units of local government (ULGs).
 - a. Describe how the state determines and certifies ULGs' status of compliance with the four core requirements of the JJDP Act of 2002, found at 42 U.S.C. 5631(a)(11), (12), (13), and (22).
 - b. Describe how the state plans to make competitive awards to eligible ULGs.
3. Subgrant award assurances.
 - a. **Subaward Selection.** Subgrantees must meet the requirements set forth in Section 504 (b) of the JJDP Act. Pursuant to Section 504 (c) (5) of the JJDP Act, states shall give priority in funding to applicants that demonstrate the ability to develop data-driven prevention plans and employ evidence-based strategies.

Applicants should describe the process that the state will use to assure the implementation of the preceding requirements of the subgrant award process.

To enable local subgrantees to implement evidence-based juvenile justice programs, OJJDP has developed the Model Programs Guide and Database, a searchable Web site containing information on the full range of evidence-based juvenile justice programs,

from delinquency prevention and intervention to reentry (see www.dsgonline.com/mpg_index.htm). The prevention section includes more than 100 programs in several program types (e.g., afterschool programs, mentoring programs, etc.) Communities can use the database to locate evidence-based juvenile justice strategies that will fit their needs and enhance their likelihood for success.

Describe the procedures/process that the state will use to assure the implementation of the above requirements of the subgrant award process.

- b. **Performance Measurement Data Collection.** Describe the state's plan to guide subgrant applicants/recipients in selecting relevant and appropriate performance measures for the prevention activities they will support with Title V funds and provide a statement indicative of the state's commitment to collect performance measurement data from all Title V subgrantees and submit it to OJJDP annually.

4. Plans for ongoing monitoring of and support for Title V local subgrantees.

Describe the state's specific plans for subgrantee progress reports, frequency and nature of onsite subgrantee visits, technical assistance and training provisions, and other forms of support for subgrantees.

5. Coordination among Title V and other prevention efforts.

Include plans for service and agency coordination and collaboration on innovative ways to involve the private, nonprofit, and business sectors in delinquency prevention activities.

6. Collecting and sharing juvenile justice information.

To better understand the difficulties state agencies that administer the Title V Program encounter in collecting and sharing juvenile justice information, OJJDP requests that the states provide the following information in their FY 2010 Title V application:

- a. A description of the state's process for gathering juvenile justice information and data across state agencies—i.e. state departments of education and welfare, mental health services, local law enforcement—and how the state makes this information available across agencies and incorporates the data into its comprehensive 3-year plan and annual plan updates.
- b. Identify specific barriers the state encounters with the sharing of juvenile information of at-risk youth among state agencies, including local law enforcement, i.e. where state statute, regulation, or policy prohibits the sharing of this information.

States are to direct sufficient resources to accomplish this effort and increase the capacity to implement new or improve existing juvenile justice information sharing systems.

7. SMART.

Applicants must demonstrate that they have queried the SMART system to determine program placement in a community facing significant need.

Budget and Budget Narrative

Applicants must submit a budget that includes a detailed worksheet and a narrative explaining how the state will spend its administrative funds, including how the state will provide the required match. Total costs that the applicant specifies in its budget must match the amount it provides in the Estimated Funding section of the Project Information screen in GMS. All funds listed in the budget will be subject to audit.

Budget Detail Worksheet

State agencies that demonstrate a need to do so may use up to 5 percent of the Title V allocation for the cost of administering subgrants and support for state advisory group activities related to Title V. States must provide a match of 50 percent of their planning and administration funds. A sample Budget Detail Worksheet form is available in Appendix B.

A sample budget 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 budget worksheet.

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

Plan for Collecting the Data Required for Performance Measures. (See "Collecting and sharing juvenile justice information," page 8.)

Other Attachments

Applicants must submit a timeline in a single file as an attachment to their GMS application. A sample timeline, which applicants must submit as a Microsoft Word document (.doc), PDF file (.pdf), or text document (.txt), is available in Appendix D.

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 A: Distribution of Title V Grants, by State (FY 2009)

State	Title V Allocation
Alabama	\$33,486
Alaska	33,486
Arizona	33,486
Arkansas	33,486
California	33,486
Colorado	33,486
Connecticut	33,486
Delaware	33,486
District of Columbia	33,486
Florida	33,486
Georgia	33,486
Hawaii	33,486
Idaho	33,486
Illinois	33,486
Indiana	33,486
Iowa	33,486
Kansas	33,486
Kentucky	33,486
Louisiana	33,486
Maine	33,486
Maryland	33,486
Massachusetts	33,486
Michigan	33,486
Minnesota	33,486
Mississippi	33,486
Missouri	33,486
Montana	33,486
Nebraska	33,486
Nevada	33,486
New Hampshire	33,486
New Jersey	33,486
New Mexico	33,486
New York	33,486
North Carolina	33,486
North Dakota	33,486
Ohio	33,486
Oklahoma	33,486
Oregon	33,486
Pennsylvania	33,486
Rhode Island	33,486
South Carolina	33,486
South Dakota	33,486
Tennessee	33,486
Texas	33,486
Utah	33,486
Vermont	33,486
Virginia	33,486

State**Title V Allocation**

Washington	33,486
West Virginia	33,486
Wisconsin	33,486
Wyoming	33,486
American Samoa	8,372
Guam	8,372
Puerto Rico	33,486
North Mariana Islands	8,372
Virgin Islands	8,372

Appendix B: Sample Budget Detail Worksheet

Category	Federal	State/Applicant	Local Match	Total
Local prevention programs	\$45,942	0	\$22,971	\$68,913
Administrative	\$ 2,418	\$1,209	0	\$3,627
Total	\$48,360	\$1,209	\$22,971	\$72,540

The Utopia State Department of Family Services requests the approval to use 5 percent of its Title V award plus the state match to cover staffing costs, necessary travel to monitor Title V subgrantees, attend Title V-related training events, and operating costs, which include office space, supplies, printing, copying, and postage to administer the Title V Grants Program. The budgeted amount for the administrative expenditures are noted below.

Administrative Funds

	Federal	State	Total
Travel			
Travel to monitor Title V subgrantees and training events (3 trips @ \$150)	\$ 300	\$ 150	
Operating Costs			
Office space, telephone, office supplies, printing, copying, postage, and training event supplies	\$2,118	\$1,059	
Total	\$ 2,418	\$1,209	\$3,627

Appendix C: Title V Program Areas

- 03 **Child Abuse and Neglect Programs.** Programs that provide treatment to juvenile victims of child abuse or neglect and to their families to reduce the likelihood that such at-risk youth will commit violations of law.
- 04 **Children of Incarcerated Parents.** Services to prevent delinquency or treat first-time and nonserious delinquent juveniles who are the children of incarcerated parents.
- 09 **Delinquency Prevention.** Programs to prevent or reduce the incidence of delinquent acts and directed to youth at risk of becoming delinquent to prevent them from entering the juvenile justice system or to intervene with first-time and nonserious offenders to keep them out of the juvenile justice system. This program area excludes programs targeted at youth already adjudicated delinquent, on probation, in corrections, and those programs designed specifically to prevent gang-related or substance abuse activities undertaken as part of program areas 12 and 32.
- 10 **Disproportionate Minority Contact.** Delinquency prevention programs primarily to address the disproportionate number of juvenile members of minority groups who come into contact with the juvenile justice system, pursuant to Section 223(a)(22) of the JJDP Act of 2002.
- 11 **Diversion.** Programs to divert juveniles from entering the juvenile justice system.
- 12 **Gangs.** Programs to address issues related to preventing juvenile gang activity.
- 13 **Gender Services.** Services to address the needs of male and female offenders in the juvenile justice system.
- 15 **Gun Programs.** Programs (excluding programs to purchase from juveniles) to reduce the unlawful acquisition and illegal use of guns by juveniles.
- 16 **Hate Crimes.** Programs to prevent hate crimes committed by juveniles.
- 18 **Job Training.** Projects to enhance the employability of at-risk juveniles and/or first-time and nonserious juvenile offenders or prepare them for future employment. Such programs may include job readiness training, apprenticeships, and job referrals.
- 19 **Juvenile System Improvement.** Programs, research, and other initiatives to examine issues or improve existing juvenile justice information sharing systems.
- 20 **Mental Health Services.** Psychological and psychiatric evaluations and treatment, counseling services, and/or family support services for at-risk juveniles and/or first-time and nonserious juvenile offenders.
- 21 **Mentoring.** Programs to develop and sustain a one-to-one supportive relationship between a responsible adult age 18 or older (mentor) and an at-risk juvenile and/or first-time and nonserious juvenile offenders (mentee) that takes place on a regular basis.
- 22 **American Indian Programs.** Programs to address delinquency prevention issues for American Indians and Alaska Natives.

- 25 **Restitution/Community Service.** Programs to hold first-time and nonserious juvenile offenders accountable for their offenses by requiring community service or repayment to the victim.
- 26 **Rural Area Juvenile Programs.** Prevention services in an area located outside a metropolitan statistical area as designated by the U.S. Bureau of the Census.
- 27 **School Programs.** Education programs and/or related services to prevent truancy, suspension, and expulsion. School safety programs may include support for school resource officers and law-related education.
- 32 **Substance Abuse.** Programs to prevent and treat the use and abuse of illegal and other prescription and nonprescription drugs and the use and abuse of alcohol among at-risk juveniles and/or nonserious juvenile offenders.
- 34 **Youth (or Teen) Courts.** Juvenile justice programs in which peers play an active role in the disposition of first-time and nonserious juvenile offenders. Most communities use youth courts as a sentencing option for first-time offenders charged with misdemeanor or nonserious, nonviolent offenses who acknowledge their guilt. The youth court serves as an alternative to the traditional juvenile court.

Appendix D: Sample Title V Task Timeline

Tasks

Month/Year

- Determine and certify JJDP Act compliance status of all units of local government (ULG).
- Develop request for proposals (RFPs).
- Issue program announcement/RFP to eligible ULGs.
- Hold post-RFP conference/orientation with potential applicants.
- Conduct Community Team orientation meeting.
- Conduct data collection and analysis training.
- Conduct training for the plan and program development.
- Receive applications submitted to state.
- Conduct state advisory group review of applications.
- Award subgrants.
- Visit local subgrantees for monitoring.
- Provide performance measurement reporting training and other technical assistance/support to local subgrantees.
- Collect and submit subgrantee data on selected performance measures.

Please note: When planning a timeline, allow sufficient time for preaward training and delinquency plan development for potential local applicants.