

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



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## **OJJDP FY 2019 Youth Gang Desistance/Diversions Grant Program FY 2019 Competitive Grant Solicitation**

**CFDA #16.123**

**Grants.gov Solicitation Number:** OJJDP-2019-14983

**Solicitation Release Date:** April 23, 2019

**Solicitation Release Date:** May 2, 2019

**Application Deadline:** 11:59 p.m. eastern time (ET) on June 24, 2019

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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 the fiscal year (FY) 2019 Youth Gang Desistance/Diversions Grant Program. This program furthers the Department's mission by strengthening community capacity to stem violence and reduce youth offending and victimization, improving the response to children's exposure to violence, and enhancing public safety.

This solicitation incorporates the [OJP Grant Application Resource Guide](#) by reference. The OJP Grant Application Resource Guide provides guidance to applicants on how to prepare and submit applications for funding to OJP. If this solicitation expressly modifies any provision in the OJP Grant Application Resource Guide, the applicant is to follow the guidelines in this solicitation as to that provision.

### **Eligibility** (Who may apply)

For information on eligibility, see "[Section C. Eligibility Information](#)."

### **Contact Information**

For technical assistance with submitting an application, contact the Grants.gov Customer Support Hotline at 800-518-4726 or 606-545-5035, at <https://www.grants.gov/web/grants/support.html>, or at [support@grants.gov](mailto:support@grants.gov). The Grants.gov Support Hotline operates 24 hours a day, 7 days a week, except on federal holidays.

An applicant that experiences unforeseen Grants.gov technical issues beyond its control that prevent it from submitting its application by the deadline must email the National Criminal Justice Reference Service Response Center (Response Center) at [grants@ncjrs.gov](mailto:grants@ncjrs.gov) **within 24 hours after the application deadline** to request approval to submit its application after the deadline. Additional information on reporting technical issues appears under "Experiencing Unforeseen Grants.gov Technical Issues" in the How To Apply (Grants.gov) section in the [OJP Grant Application Resource Guide](#).

For assistance with any other requirements of this solicitation, contact the Response Center by telephone at 800-851-3420 or TTY: 301-240-6310 (hearing impaired only) or by email at [grants@ncjrs.gov](mailto:grants@ncjrs.gov). Response Center hours of operation are 10 a.m. to 6 p.m. ET, Monday through Friday, and 10 a.m. to 8 p.m. ET on the solicitation close date. General information on applying for OJJDP awards can be found at <https://www.ojjdp.gov/funding/funding.html>. Answers to frequently asked questions that may assist applicants are posted at <https://www.ojjdp.gov/grants/solicitations/FY2019/FAQ/GangDDP.pdf>.

A solicitation webinar will be held on May 17, 2019 at 2 p.m. ET. This call will provide a detailed overview of the solicitation and allow an opportunity for interested applicants to ask questions. Preregistration is required for all participants. Register by clicking [here](#) and following the instructions. Due to the limited time, OJJDP encourages participants to review the solicitation and submit any questions they may have in advance and no later than 11:59 p.m. on May 14, 2019. Submit your questions to [grants@ncjrs.gov](mailto:grants@ncjrs.gov) with the subject as "Questions for OJJDP FY 19 Gang Desistance-Diversion Program Webinar."

### **Post-Award Legal Requirements Notice**

If selected for funding, in addition to implementing the funded project consistent with the OJP-approved application, the recipient must comply with all award conditions and all applicable requirements of federal statutes and regulations (including applicable requirements referred to in the assurances and certifications executed in connection with award acceptance). OJP strongly encourages prospective applicants to review information on post-award legal requirements and common OJP award conditions **prior** to submitting an application.

For additional information on these legal requirements, see the "Administrative, National Policy, and Other Legal Requirements" section in the [OJP Grant Application Resource Guide](#).

### **Deadline Details**

Applicants must register with Grants.gov at <https://www.grants.gov/web/grants/register.html> prior to submitting an application. All applications are due by 11:59 p.m. ET on June, 24, 2019.

To be considered timely, an application must be submitted by the application deadline using Grants.gov, and the applicant must have received a validation message from Grants.gov that indicates successful and timely submission. OJP urges applicants to submit applications at least 72 hours prior to the application due date, to allow time for the applicant to receive validation messages or rejection notifications from Grants.gov, and to correct in a timely fashion any problems that may have caused a rejection notification.

An applicant must use the **Add Attachment** button to attach a file to its application. Do not click the paperclip icon to attach files. This action will not attach the files to the application. After adding an attachment, select the **View Attachment** button to confirm you attached the correct file. To remove the file, select the **Delete Attachment** button.

OJP encourages all applicants to read this [Important Notice: Applying for Grants in Grants.gov](#).

For additional information, see the "How to Apply (Grants.gov)" section in the [OJP Grant Application Resource Guide](#).

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# OJJDP FY 2019 Youth Gang Desistance/Diversion Grant Program CFDA #16.123

## A. Program Description

### Overview

OJJDP is seeking proposals from applicant jurisdictions struggling with high levels of youth gang violence to implement one or more components of the OJJDP Comprehensive Gang Model as part of a community- and data-driven desistance/diversion response to gang-related crime and violence. Under this initiative, OJJDP expects successful applicants to reduce violent crime, gangs, and youth victimization, and enhance public safety in communities through desistance/diversion opportunities for youth at risk of becoming gang involved or continuing in the gang lifestyle.

**Statutory Authority:** Department of Justice Appropriations Act, 2019, Pub. L. No. 116-6, 133 Stat. 13, 115.

### Program-Specific Information

OJJDP's gang and youth violence prevention strategy is based on the recognition that preventing and reducing gang crime and violence requires a shared framework of strategic and coordinated delivery of programs, services, and practices across multiple sectors that balance community development, prevention, intervention, and targeted suppression and enforcement.

According to the [National Gang Intelligence Center](#), the most common forms of gang-related criminal activity include violent and drug-related crimes such as assault, street-level drug trafficking, threats and intimidation, robbery, home invasions, homicide, weapons trafficking, and sex trafficking. Gang members involved in drug sales, violent offending, and violent victimization are also more likely to become victims of violent crime.<sup>1</sup> Relatedly, adolescence is the most common period for gang entry, and gang involvement has been associated with increased levels of delinquency as well as violence.

There are various risk factors and protective factors related to youth delinquency, violence, and gang involvement. Risk factors for gang membership include having unhealthy relationships with family, peer groups, schools, and the community.<sup>2</sup> The more risk factors these youth are exposed to (including individual characteristics) increases the likelihood that they will join a gang.<sup>3</sup> Protective factors such as parental involvement and monitoring, family and peer support, additional resources, and coping skills help combat the influences of gangs and decrease the impact of those risk factors for joining gangs.<sup>4</sup> Accordingly, no single program or strategy operating independently is likely to have a lasting effect on reducing gang activity.

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<sup>1</sup> Decker, S.H., Katz, C.M., and Webb, V.J. 2008. Understanding the black box of gang organization. *Crime & Delinquency* 54(1):153–172.

<sup>2</sup> Howell, J. 2005. Moving risk factors into developmental theories of gang membership. *Youth Violence and Juvenile Justice* 3(4):334–354.

<sup>3</sup> Howell, J.C., and Griffiths, E. 2018. *Gangs in America's Communities*. Sage Publications.

<sup>4</sup> Stouthamer-Loeber, M., Loeber, R., Stallings, R., and Lacourse, E. 2008. Desistance from and persistence in offending. In *Violence and Serious Theft: Development and Prediction From Childhood to Adulthood*, pp. 269–306.

The OJJDP Comprehensive Gang Model is an evidence-based framework for the coordination of multiple data-driven, antigang and violence-reduction strategies to address serious, violent, and entrenched youth street gang problems. The model combines prevention, intervention, and suppression tactics that enhance enforcement initiatives to address the root causes of criminal gang activity within a community. This framework provides a mechanism to pull together disjointed or fragmented approaches into an organized plan of action. The OJJDP Comprehensive Gang Model is a set of five core strategies—community mobilization, opportunities provision, social intervention, suppression, and organizational change and development—that offer a comprehensive, collaborative approach designed to prevent and reduce gang violence. These core strategies are described in more detail below:

- *Community Mobilization:* Involvement of local citizens, including former gang youth, community groups, and agencies; and coordination of programs and staff functions within and across agencies.
- *Opportunities Provision:* Development of a variety of specific education, training, and employment programs targeting gang-involved youth.
- *Social Intervention:* Youth-serving agencies, schools, grassroots groups, faith-based organizations, law enforcement agencies, and other criminal justice organizations reaching out and acting as links to gang-involved youth, their families, and the conventional world and needed services.
- *Suppression:* Formal and informal social control procedures, including close supervision or monitoring of gang youth by agencies of the criminal justice system and also by community-based agencies, schools, and grassroots groups.
- *Organizational Change and Development:* Development and implementation of policies and procedures that result in the most effective use of available and potential resources, within and across agencies, to better address the gang problem.

For this solicitation, gang desistance and diversion is broadly understood as intervening with those youth who are already gang involved and assisting them with the cessation of antisocial and offending behaviors associated with gang membership/gang lifestyle. Applicant organizations are encouraged to develop and implement a variety of desistance and diversion strategies, which may include but are not limited to the following:

- Providing access for gang-involved youth to job-related education opportunities such as special educational and vocational skills and readiness training that is structured, to the extent possible, within regular schools, training programs, and mainstream job opportunities.
- Ensuring that substance abuse programming, mental health counseling, and other services for gang members are available and accessible, and are preferably located within the target community.
- Providing a variety of services that assist targeted youth (and their families) in adopting nondeviant values and in accessing programs and organizations that will meet their social, educational, vocational, and sometimes health, housing, and income needs.

- Establishing street outreach to focus on core gang youth, with special capacity to reach youth (both nonadjudicated and adjudicated) in a local community setting, with the primary focus of building an ongoing and prosocial relationship with youth and families while linking them to appropriate services.

The OJJDP FY 2019 Youth Gang Desistance/Diversion Grant Program is part of the Project Safe Neighborhoods (PSN) suite of programs, which is focused on reducing violent crime. The PSN suite includes PSN, Strategies for Policing Innovation, Innovative Prosecution Solutions, Crime Gun Intelligence Centers, the National Public Safety Partnership, Technology Innovation for Public Safety, Encouraging Innovation: Field Initiated Programs, Innovations in Community-Based Crime Reduction, and Community-Based Violence Prevention Demonstration. These initiatives coordinate proactively with the PSN team in the district of the respective U.S. Attorney's Office (USAO) to enhance collaboration and strengthen commitment to reducing violent crime. Applicants are highly encouraged to demonstrate coordination with their USAO district PSN team in their submission.

### **Goals, Objectives, and Deliverables**

The goal of this solicitation is to support communities in developing a wide variety of desistance or diversion strategies that are evidence-based or promising models for youth at risk of becoming gang involved or continuing in the gang lifestyle.

Specific objectives include:

- Reduce the impact of violence on youth by improving identification, screening, access, delivery, and quality of services available to youth exposed to gang-related violence in an attempt to prevent them from joining a gang or being victimized by a gang.
- Reduce and sustain reductions in community youth violence, particularly gun and gang violence, and victimization.
- Prevent violence and promote healing from victimization and exposure to violence in the home, school, and community.
- Enhance effective programs and strategies to identify and serve youth at risk of becoming gang involved or continuing in the gang lifestyle. Applicants are encouraged to enhance existing community collaboratives and partnerships, where feasible, to provide these enhanced programs and strategies.
- Convene a task force or working group (this may be an existing group) that meets regularly throughout the project period to identify and address service gaps and barriers, and create a blueprint for a comprehensive network of services for youth at risk of becoming gang involved or continuing in the gang lifestyle.
- Develop, expand, or enhance the use of community assessments and strategic planning that use data to inform decision making (e.g., the selection of an evidence-based program) for ongoing program improvement and for measuring outcomes.

In addition to addressing the specific goals and objectives listed for this solicitation, applicants may include public awareness activities as part of their projects and should discuss how their

strategies will raise awareness of community-based, gang-violence prevention efforts. Funds budgeted for these activities may not exceed 10 percent of the total budget.

Additional Resources:

- [OJJDP Model Programs Guide](#) contains information about evidence-based juvenile justice and youth prevention, intervention, and reentry programs. It is a resource for practitioners and communities about what works, what is promising, and what does not work in juvenile justice, delinquency prevention, and child protection and safety.
- [OJP CrimeSolutions.gov](#) uses rigorous research to inform practitioners and policymakers about what works in criminal justice, juvenile justice, and crime victim services.
- [Youth.gov](#) provides interactive tools and other resources to help youth-serving organizations and community partnerships plan, implement, and participate in effective programs for youth.

The Goals, Objectives, and Deliverables are directly related to the performance measures that demonstrate the results of the work completed, as discussed under [What an Application Should Include](#).

### **Evidence-Based Programs or Practices**

OJP strongly emphasizes the use of data and evidence in policymaking and program development in criminal justice, juvenile justice, and crime victim services. For additional information and resources on evidence-based programs or practices, see the [OJP Grant Application Resource Guide](#).

### **Information Regarding Potential Evaluation of Programs and Activities**

Applicants should note that OJP may conduct or support an evaluation of the programs and activities funded under this solicitation. For additional information, see the [OJP Grant Application Resource Guide](#) section titled “Information Regarding Potential Evaluation of Programs and Activities.”

### **Encouraging Program Investments in Economically-Distressed Communities (Qualified Opportunity Zones)**

Under this program, OJP will, as appropriate, give priority consideration in award decisions to applications that propose projects that directly benefit federally designated Qualified Opportunity Zones (QOZ).<sup>5</sup> In order to assist OJP in considering this factor, applicants should include information in the application that specifies how the project will enhance public safety in the specified QOZs. For resources on QOZs, and for a current list of designated QOZs, see the U.S. Department of the Treasury’s resource webpage, accessible at <https://www.cdfifund.gov/pages/opportunity-zones.aspx>.

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<sup>5</sup> See Public Law 115-97, Title I, Subtitle C, Part IX, Subpart B, Sec. 13823.

## B. Federal Award Information

Maximum number of awards OJJDP expects to make	4
Estimated maximum dollar amount for each award	Up to \$500,000
Total amount anticipated to be awarded under solicitation	\$2,000,000
Period of performance start date	October 1, 2019
Period of performance duration	36 months

OJJDP may, in certain cases, provide additional funding in future years to awards made under this solicitation, through continuation awards. In making decisions regarding continuation awards, OJP will consider, among other factors, the availability of appropriations, when the program or project was last competed, OJP's strategic priorities, and OJP's assessment of both the management of the award (for example, timeliness and quality of progress reports) and the progress of the work funded under the award.

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

### Type of Award

OJJDP expects to make any award under this solicitation in the form of a grant. See the "Administrative, National Policy, and Other Legal Requirements" section of the [OJP Grant Application Resource Guide](#) for a brief discussion of important statutes, regulations, and award conditions that apply to many (or in some cases, all) OJP grants (and cooperative agreements).

### Financial Management and System of Internal Controls

Award recipients and subrecipients (including recipients or subrecipients that are pass-through entities) must, as described in the Part 200 Uniform Requirements<sup>6</sup> as set out at 2 C.F.R. 200.303, comply with standards for financial and program management. See the [OJP Grant Application Resource Guide](#) for additional information.

### Budget Information

#### Cost Sharing or Match Requirement

This solicitation does not require a match. However, if a successful application proposes a voluntary match amount, and OJP approves the budget, the total match amount incorporated into the approved budget becomes mandatory and subject to audit.

#### Preagreement Costs (also known as Preaward Costs)

Preagreement costs are costs incurred by the applicant prior to the start date of the period of performance of the federal award.

OJP does **not** typically approve preagreement costs; an applicant must request and obtain the prior written approval of OJP for all such costs. All such costs incurred prior to award and prior to approval of the costs are incurred at the sole risk of the applicant. (Generally, no applicant should incur project costs **before** submitting an application requesting federal funding for those costs.) Should there be extenuating circumstances that make it appropriate for OJP to consider approving preagreement costs, the applicant may contact the point of contact listed on the title

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<sup>6</sup> The "Part 200 Uniform Requirements" means the DOJ regulation at 2 C.F.R Part 2800, which adopts (with certain modifications) the provisions of 2 C.F.R. Part 200.

page of the solicitation for the requirements concerning written requests for approval. If approved in advance by OJP, award funds may be used for preagreement costs, consistent with the recipient's approved budget and applicable cost principles. See the section on Costs Requiring Prior Approval in the DOJ Grants Financial Guide (Post award Requirements section) at <https://ojp.gov/financialguide/DOJ/index.htm> for more information.

#### **Limitation on Use of Award Funds for Employee Compensation; Waiver**

For applicants seeking the waiver, see the [OJP Grant Application Resource Guide](#) for information.

#### **Prior Approval, Planning, and Reporting of Conference/Meeting/Training Costs**

OJP strongly encourages every applicant that proposes to use award funds for any conference-, meeting-, or training-related activity (or similar event) to review carefully—before submitting an application—the OJP and DOJ policy and guidance on approval, planning, and reporting of such events. See the [OJP Grant Application Resource Guide](#) for information.

#### **Costs Associated With Language Assistance (if applicable)**

See the [OJP Grant Application Resource Guide](#) for information on costs associated with language assistance that may be allowable.

### **C. Eligibility Information**

Eligible applicants are limited to states (including territories), units of local government,<sup>7</sup> federally recognized tribal governments (as determined by the Secretary of the Interior),<sup>8</sup> nonprofit organizations<sup>9</sup> and for-profit organizations (including tribal nonprofit and for-profit organizations), and institutions of higher education (including tribal institutions of higher education). All recipients and subrecipients (including any for-profit organization) must forgo any profit or management fee.

Eligible applicants that propose to provide direct services to youth must not include youth who are age 18 or older in the population they will serve.

OJJDP welcomes applications under which two or more entities would carry out the federal award; however, only one entity may be the applicant. Any others must be proposed as subrecipients (subgrantees).<sup>10</sup> The applicant must be the entity that would have primary responsibility for carrying out the award, including administering the funding and managing the

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<sup>7</sup> A "unit of local government" means—

- (a) Any city, county, township, town, borough, parish, village, or other general purpose political subdivision of a state.
- (b) Any law enforcement district or judicial enforcement district that—
  - (i) Is established under applicable state law, and
  - (ii) Has the authority to, in a manner independent of other state entities, establish a budget and impose taxes.
- (c) For the purposes of assistance eligibility, any agency of the government of the District of Columbia or the federal government that performs law enforcement functions in and for—
  - (i) The District of Columbia, or
  - (ii) Any Trust Territory of the United States.

<sup>8</sup> A determination by the Secretary of the Interior is not required for tribes to which federal recognition was extended by virtue of Public Law 115–121, the Thomasina E. Jordan Indian Tribes of Virginia Federal Recognition Act of 2017.

<sup>9</sup> See [ojp.gov/funding/Explore/SolicitationRequirements/OrganizationalRequirements.htm](https://ojp.gov/funding/Explore/SolicitationRequirements/OrganizationalRequirements.htm) for additional information on demonstrating nonprofit status.

<sup>10</sup> For additional information on subawards, see "Budget and Associated Documentation" under [Section D. Application and Submission Information](#).

entire program. An entity may, however, be proposed as a subrecipient (subgrantee) in more than one application. For additional information on subawards, see the [OJP Grant Application Resource Guide](#).

OJJDP may elect to fund applications submitted under this FY 2019 solicitation in future fiscal years, dependent on, among other considerations, the merit of the applications and the availability of appropriations.

For information on cost sharing or match requirements, see [Section B. Federal Award Information](#).

## D. Application and Submission Information

### What an Application Should Include

For this solicitation, OJJDP has designated the following application elements as critical: Program Narrative, Budget Detail Worksheet, and Budget Narrative.

See the “Application Elements and Formatting Instructions” section of the [OJP Grant Application Resource Guide](#) for information on, among other things, what happens to an application that does not contain all of the specified elements or that is nonresponsive to the scope of the solicitation.

#### 1. Complete the Application for Federal Assistance (Standard Form (SF)-424)

The SF-424 is a required standard form used as a cover sheet for submission of preapplications, applications, and related information. See the [OJP Grant Application Resource Guide](#) for additional information on completing the SF-424.

**Intergovernmental Review:** This solicitation (“funding opportunity”) **is not** subject to [Executive Order 12372](#). (In completing the SF-424, an applicant is to answer question 19 by selecting the response that the “Program is not covered by E.O. 12372.”)

#### 2. Project Abstract

Applications should include a high-quality project abstract that summarizes the proposed project in 400 words or less. Project abstracts should be—

- Written for a general public audience.
- Submitted as a separate attachment with “Project Abstract” as part of its file name.
- Single-spaced, using a standard 12-point font (such as Times New Roman) with 1-inch margins.

The abstract should briefly describe the project’s purpose, the population to be served, and the activities that the applicant will implement to achieve the project’s goals and objectives. The abstract should describe how the applicant will measure progress toward these goals. The abstract should indicate whether the applicant will use any portion of the project budget to conduct research, as described in Note on Project Evaluations on page 14. All project abstracts should follow the detailed template available at [www.ojp.gov/funding/Apply/Resources/ProjectAbstractTemplate.pdf](http://www.ojp.gov/funding/Apply/Resources/ProjectAbstractTemplate.pdf).

As a separate attachment, the project abstract will not count against the page limit for the program narrative.

### 3. 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 should 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 should be numbered “1 of 30,” etc. The tables, charts, pictures, etc., including all captions, legends, keys, subtext, etc., may be single-spaced and will count in the 30-page limit. Material required under the Budget and Budget Narrative and Additional Attachments sections will not count toward the program narrative page count. Applicants may provide bibliographical references as a separate attachment that will not count toward the 30-page program narrative limit. If the program narrative fails to comply with these length-related restrictions, OJJDP may consider such noncompliance in peer review and in final award decisions.

The program narrative should address the following selection criteria: (1) statement of the problem; (2) goals, objectives, and performance measures; (3) program design and implementation; and (4) capabilities/competencies. The applicant should clearly delineate the connections between and among each of these sections. For example, the applicant should derive the goals and objectives 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.

The following sections should be included as part of the program narrative:

- a. **Statement of the Problem.** Applicants should briefly describe the nature and scope of the problem that the program will address (e.g., gang activity, gang-related violence). The applicant should use 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 and the larger community. Any data or research referenced in the narrative should include information about the source of the data and/or a citation. Applicants should describe the target population and any previous or current attempts to address the problem.

Applicants should describe any research or evaluation studies that relate to the problem and contribute to their 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.

- b. **Project Design and Implementation.** Applicants should detail how the project will operate throughout the funding period and describe the strategies that they will use to achieve the goals and objectives identified in the previous section. Applicants should describe how they will complete the deliverables stated in the Goals, Objectives, and Deliverables section on page 7. OJJDP encourages applicants to select evidence-based practices for their programs.

This section should also include details regarding any leveraged resources (cash or in-kind) from local sources to support the project and discuss plans for sustainability beyond the grant period.

**Logic Model.** Applicants should include a logic model that graphically illustrates how the performance measures are related to the project's problems, goals, objectives, and design. See sample logic models [here](#). Applicants should submit the logic model as a separate attachment, as stipulated in Additional Attachments, page 25.

**Timeline.** Applicants should submit a realistic timeline or milestone chart that indicates major tasks associated with the goals and objectives of the project, 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" [here](#)).

Applicants should submit the timeline as a separate attachment, as stipulated in Additional Attachments, page 25. On receipt of an award, the recipient may revise the timeline, based on training and technical assistance that OJJDP will provide.

- c. **Capabilities and Competencies.** This section should describe the experience and capability of the applicant organization and any contractors or subgrantees that the applicant will use to implement and manage this effort and its associated federal funding, highlighting any previous experience implementing projects of similar design or magnitude. Applicants should highlight their experience/capability/capacity to manage subawards, including details on their system for fiscal accountability. Management and staffing patterns should be clearly connected to the project design described in the previous section. Applicants should describe the roles and responsibilities of project staff and explain the program's organizational structure and operations. Applicants should include a copy of an organizational chart showing how the organization operates, including who manages the finances; how the organization manages subawards, if there are any; and the management of the project proposed for funding.

**Letters of Support/Memoranda of Understanding.** If submitting a joint application, as described under Eligibility, page 9, applicants should provide signed and dated letters of support or memoranda of understanding for all key partners that include the following:

- Expression of support for the program and a statement of willingness to participate and collaborate with it.
- Description of the partner's current role and responsibilities in the planning process and expected responsibilities when the program is operational.
- Estimate of the percentage of time that the partner will devote to the planning and operation of the project.

Letters of support may be addressed to the OJJDP Administrator. Only letters of support that are submitted by the due date and with the full application will be considered during the review process.

- d. **Plan for Collecting the Data Required for This Solicitation's Performance Measures.** OJP will require each successful applicant to submit regular performance data that demonstrate the results of the work carried out under the award. The performance data directly relate to the goals, objectives, and deliverables identified under "Goals, Objectives, and Deliverables" in [Section A. Program Description](#).

Applicants should visit OJP's performance measurement page at [www.ojp.gov/performance](http://www.ojp.gov/performance) for an overview of performance measurement activities at OJP.

Performance measures for this solicitation are listed in [Appendix A: Performance Measures Table](#).

The application should demonstrate the applicant's understanding of the performance data reporting requirements for this grant program and detail how the applicant will gather the required data should it receive funding.

Please note that applicants are **not** required to submit performance data with the application. Performance measures information is included as an alert that successful applicants will be required to submit performance data as part of the reporting requirements under an award.

Successful applicants for the 2019 Youth Gang Desistance/Diversion Grant Program will report under the violence prevention module, which can be found on this page of OJJDP's website: <https://ojjdpmt.ojp.gov/>.

#### **Note on Project Evaluations**

An applicant that proposes to use award funds through this solicitation to conduct project evaluations should follow the guidance under Note on Project Evaluations in the [OJP Grant Application Resource Guide](#).

#### **4. Budget Information and Associated Documentation**

See the Budget Preparation and Submission Information section of the [OJP Grant Application Resource Guide](#) for details on the Budget Detail Worksheet and on budget information and associated documentation, such as information on proposed subawards, proposed procurement contracts under awards, and preagreement costs.

**OJJDP supports a national training and technical assistance (TTA) center to provide assistance to OJJDP-funded sites addressing youth gang violence. Sites funded through this solicitation are expected to work closely with this TTA center. Successful applicants are expected to participate in an up to 3-day cross-site grantee meeting in each year of the project and budget for as many as three representatives to travel to attend these meetings.**

#### **5. Indirect Cost Rate Agreement**

See the Budget Preparation and Submission Information section of the [OJP Grant Application Resource Guide](#) for information.

## **6. Tribal Authorizing Resolution (if applicable)**

An application in response to this solicitation may require inclusion of information related to a tribal authorizing resolution. See the [OJP Grant Application Resource Guide](#) for information on tribal authorizing resolutions.

## **7. Financial Management and System of Internal Controls Questionnaire (including applicant disclosure of high-risk status)**

Every OJP applicant (other than an individual applying in his or her personal capacity) is required to download, complete, and submit the OJP Financial Management and System of Internal Controls Questionnaire (questionnaire) at <https://ojp.gov/funding/Apply/Resources/FinancialCapability.pdf> as part of its application. See the [OJP Grant Application Resource Guide](#) for additional information and submission instructions for this questionnaire.

## **8. Disclosure of Lobbying Activities**

Each applicant must complete and submit this information. See the [OJP Grant Application Resource Guide](#) for additional information and submission instructions for this disclosure.

## **9. Applicant Disclosure of Pending Applications**

Each applicant is to disclose whether it has (or is proposed as a subrecipient under) any pending applications for federally funded grants or cooperative agreements that (1) include requests for funding to support the same project being proposed in the application under this solicitation and (2) would cover any identical cost items outlined in the budget submitted to OJP as part of the application under this solicitation. For additional information on the submission requirements for this disclosure, see the [OJP Grant Application Resource Guide](#).

## **10. Applicant Disclosure and Justification – DOJ High Risk Grantees<sup>11</sup> (if applicable)**

An applicant that is designated as a DOJ High Risk Grantee is to submit as a separate attachment to its application, information that OJP will use, among other pertinent information, to determine whether it will consider or select the application for an award under this solicitation. The file should be named “DOJ High Risk Grantee Applicant Disclosure and Justification.” (See, also, “Review Process,” below, under Section E. Application Review Information, for a brief discussion of how such information may be considered in the application review process.) See the [OJP Grant Application Resource Guide](#) for additional information and submission instructions for this disclosure.

## **11. Research and Evaluation Independence and Integrity**

If an application proposes research (including research and development) and/or evaluation, the applicant must demonstrate research/evaluation independence and integrity, including

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<sup>11</sup> A “DOJ High Risk Grantee” is a recipient that has received a DOJ High-Risk designation based on a documented history of unsatisfactory performance, financial instability, management system or other internal control deficiencies, or noncompliance with award terms and conditions on prior awards, or that is otherwise not responsible.

appropriate safeguards, before it may receive award funds. For additional information regarding demonstrating research/evaluation independence and integrity, including appropriate safeguards, see the [OJP Grant Application Resource Guide](#).

## 12. Additional Attachments

### a. Information regarding Communication with the Department of Homeland Security (DHS) and/or Immigration and Customs Enforcement (ICE)

Each applicant must provide responses to the following questions as an attachment to the application:

- (1) Does your jurisdiction have any laws, policies, or practices related to whether, when, or how employees may communicate with DHS or ICE?
- (2) Is your jurisdiction subject to any laws from a superior political entity (e.g., a state law that binds a city) that meet the description in question 1?
- (3) If yes to either:
  - Please provide a copy of each law or policy.
  - Please describe each practice.
  - Please explain how the law, policy, or practice complies with 8 U.S.C. § 1373.

Note: Responses to these questions must be provided by the applicant as part of the application. Further, the requirement to provide this information applies to all tiers of funding and for all subawards made to state or local government entities, including public institutions of higher education. All subrecipient responses must be collected and maintained by the direct recipient of funding and must be made available to DOJ upon request. Responses to these questions are not required from subrecipients that are either a tribal government/organization, a nonprofit organization, or a private institution of higher education.

OJP will not deny an application for an FY 2019 award for failure to submit these required responses by the application deadline, but a recipient will not receive award funds (and its award will include a condition that withholds funds) until it submits these responses.

### b. Documentation of Anticipated Benefit to Qualified Opportunity Zones (if applicable)

As is mentioned above, OJP will, as appropriate, give priority consideration in award decisions to applications that propose projects that will likely enhance public safety in federally designated Qualified Opportunity Zones (QOZ). Each applicant proposing a project it anticipates will likely enhance public safety in one or more QOZs should provide a sufficient narrative explanation in order for OJP to identify clearly the public safety benefit the applicant anticipates that its project will have on a specified QOZ(s). The attachment(s) should be clearly labeled as addressing QOZs. The applicant may also include tables, charts, graphs, or other relevant illustrations that may be useful in comprehending the manner in which the proposed project is anticipated to benefit a QOZ(s).

### How To Apply (Grants.gov)

Applicants must register in and submit applications through [Grants.gov](#), a primary source to find federal funding opportunities and apply for funding. Find information on how to apply in response to this solicitation in the [OJP Grant Application Resource Guide](#).

## Registration and Submission Steps

Applicants will need the following identifying information when searching for the funding opportunity on Grants.gov.

- 16.544, titled Youth Gang Prevention, and 16.123, titled Community-Based Violence Prevention Program
- OJJDP-2019-14983

For information on each registration and submission step, see the [OJP Grant Application Resource Guide](#).

## E. Application Review Information

### Review Criteria

Successful applicants will clearly demonstrate a willingness and readiness to develop community- and data-driven responses to youth and their families who are victims of gang-related crime and violence. The selection criteria used by peer reviewers will focus heavily on the applicant's plan and ability to identify data strengths, gaps, and needs. The applicant is encouraged to identify the data partners and the structure for sharing, analyzing, and monitoring data as a collaborative, including the office, team, or individual responsible for ensuring data are available on schedule.

Applications that meet basic minimum requirements will be evaluated by peer reviewers using the following review criteria.

1. Statement of the Problem (20%)
2. Project Design and Implementation (35%)
3. Capabilities and Competencies (25%)
4. Plan for Collecting the Data Required for This Solicitation's Performance Measures (10%)
5. Budget (10%): complete, cost effective, and allowable (e.g., reasonable, allocable, and necessary for project activities). Budget narratives should demonstrate generally how applicants will maximize cost effectiveness of grant expenditures. Budget narratives should demonstrate cost effectiveness in relation to potential alternatives and the goals of the project.<sup>12</sup>

### Review Process

OJP is committed to ensuring a fair and open process for making awards. OJJDP reviews the application to make sure that the information presented is reasonable, understandable, measurable, and achievable, as well as consistent with the solicitation.

Peer reviewers will review the applications submitted under this solicitation that meet basic minimum requirements. For purposes of assessing whether an application meets basic minimum requirements and should proceed to further consideration, OJP screens applications

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<sup>12</sup> Generally speaking, a reasonable cost is a cost that, in its nature or amount, does not exceed that which would be incurred by a prudent person under the circumstances prevailing at the time the decision was made to incur the costs.



















