

CERTIFIED COPY OF ORDER

STATE OF MISSOURI

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June Session of the April Adjourned

Term. 20 19

County of Boone

In the County Commission of said county, on the

6th

day of

June

20 19

the following, among other proceedings, were had, viz:

Now on this day, the County Commission of the County of Boone does hereby approve the attached Office of Juvenile Justice and Delinquency Prevention (OJJDP) Supporting Victims of Gang Violence Grant application submitted by the Community Children's Services department.

Done this 6th day of June 2019.

ATTEST:

Brianna L. Lennon
Brianna L. Lennon
Clerk of the County Commission

Daniel K. Atwill
Daniel K. Atwill
Presiding Commissioner

Fred J. Parry
Fred J. Parry
District I Commissioner

Janet M. Thompson
Janet M. Thompson
District II Commissioner

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



OJJDP FY 2019 Supporting Victims of Gang Violence Grant Program FY 2019 Competitive Grant Solicitation

CFDA # 16.123 and 16.582

Grants.gov Solicitation Number: OJJDP-2019-14992

Solicitation Release Date: April 8, 2019

Solicitation Release Date: May 2, 2019

Application Deadline: 11:59 p.m. eastern time (ET) on June 10, 2019

The U.S. Department of Justice (DOJ), Office of Justice Programs (OJP), Office of Juvenile Justice and Delinquency Prevention is seeking applications for funding under the fiscal year (FY) 2019 Supporting Victims of Gang Violence 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):

Eligible applicants are limited to states (including territories), units of local government,¹ federally recognized Indian tribal governments (as determined by the Secretary of the Interior) (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

¹ 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.

Tribes of Virginia Federal Recognition Act of 2017), and nonprofit organizations² (including tribal nonprofit 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).³ The applicant must be the entity that would have primary responsibility for carrying out the award, including administering the funding and managing the 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.

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. 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 **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. 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/GangSupport.pdf>.

A solicitation webinar will be held on May 2, 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

² See [ojp.gov/funding/Explore/SolicitationRequirements/OrganizationalRequirements.htm](https://www.ojp.gov/funding/Explore/SolicitationRequirements/OrganizationalRequirements.htm) for additional information on demonstrating nonprofit status.

³ For additional information on subawards, see "Budget and Associated Documentation" under [Section D. Application and Submission Information](#).

and submit any questions they may have in advance and no later than 11:59 p.m. on April 30, 2019. Submit your questions to grants@ncjrs.gov with the subject as “Questions for OJJDP FY19 Supporting Victims of Gang Violence 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 10, 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 Supporting Victims of Gang Violence Grant Program

CFDA # 16.123 and 16.582

A. Program Description

Overview

OJJDP is seeking proposals from applicant jurisdictions with high levels of gang violence that can 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. This program supports the efforts of eligible applicant organizations to increase the availability of direct support services for victims of gang-related violence and to develop or enhance the responses to children and youth exposed to gang-related violence in their homes, schools, and communities. Under this initiative, OJJDP expects successful applicants to provide support services to these youth, improve responses to children exposed to gang-related violence, and enhance public safety in their communities through multidisciplinary team responses.

Statutory Authority:

Department of Justice Appropriations Act, 2019, Pub. L. No. 116-6, 113 Stat. 13, 115 and 34 U.S.C. 20103(c)(1)(A).

Program-Specific Information

Youth violence has serious and lasting effects on the physical, mental, and social health of young people. Each day, about 14 young people are victims of homicide and almost 1,400 are treated in emergency departments for nonfatal assault-related injuries.⁴ According to the Centers for Disease Control and Prevention (CDC), the impact of youth violence increases the risk for behavioral and mental health difficulties, including future violence perpetration and victimization, smoking, substance use, obesity, high-risk sexual behavior, depression, academic difficulties, school dropout, and suicide.⁵

Exposure to youth violence in the form of gang-related violence threatens public safety in urban, suburban, and rural areas and across gender, ethnicity, and income levels.⁶ This exposure is an adverse childhood experience often connected to other forms of trauma, including child abuse and neglect, human trafficking and child exploitation, teen dating violence, adult intimate partner violence, sexual violence, and suicide.⁷ Studies show that youth exposed to gang violence are

⁴ Kann, L., McManus, T., Harris, W.A. et al. 2016. Youth risk behavior surveillance—United States, 2015. *Morbidity and Mortality Weekly Report—Surveillance Summaries* 65(SS-06):1–174. Available at www.cdc.gov/mmwr/volumes/65/ss/pdfs/ss6506.pdf.

⁵ David-Ferdon C., Vivolo-Kantor, A.M., Dahlberg, L.L., Marshall, K.J., Rainford, N., and Hall, J.E. 2016. *A Comprehensive Technical Package for the Prevention of Youth Violence and Associated Risk Behaviors*. Atlanta, GA: Centers for Disease Control and Prevention, National Center for Injury Prevention and Control. Available at www.cdc.gov/violenceprevention/pdf/yv-technicalpackage.pdf.

⁶ Watkins, A.M., and Taylor, T.J. 2016. The prevalence, predictors, and criminogenic effect of joining a gang among urban, suburban, and rural youth. *Journal of Criminal Justice* 47:133–142.

⁷ <https://www.cdc.gov/violenceprevention/youthviolence/index.html>.

more likely to suffer from posttraumatic stress disorder, become desensitized to their environment, or develop a sense of inevitability of being a victim of violence.^{8,9}

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.¹⁰ In addition, gang-involved females are at a particularly high risk for sexual victimization as well as other forms of violence.^{11,12} A recent National Institute of Justice study notes that gang membership is also significantly related to the perpetration of child maltreatment against the next generation.¹³ These intergenerational patterns of violence can lead to long-lasting exposure to violence in communities.¹⁴

The OJJDP FY 2019 Supporting Victims of Gang Violence Grant Program is based on the recognition that victims of gang-related violence often experience unique circumstances, particularly trafficked minors and victims who are gang-involved themselves, that creates a need for additional precautions and expertise as services are delivered. Law enforcement, prosecutors, child and family services, mental health providers, community and faith-based leaders, educators, and parents all play a vital role in identifying, protecting, and treating children exposed to gang-related violence. It is expected that applicants will use a collaborative, multidisciplinary approach to identify and address any gaps and service needs for victims of gang violence.

This solicitation will fund entities that implement evidence-based or promising models and practices to provide trauma-informed, comprehensive services for victims of gang-related violence. A responsive project application should consider the following examples:

- Developing and implementing school-based or community-based screening, identification, assessment, and treatment protocols for victims of gang violence.
- Developing, expanding, or enhancing school-based or community-based intervention and treatment strategies (that may include a prevention aspect, provided that the primary focus is on assisting victims of gang violence) that create opportunities for victims of gang violence to rebuild a sense of control and empowerment.
- Developing, expanding, or enhancing hospital-based violence intervention programs designed to make contact and effectively engage with victims of gang-related violence

⁸ <http://cdc.thehcn.net/promiseppractice/index/view?pid=3920>.

⁹ Kelly, S., Anderson, D., and Peden, M. 2009. Psychological effect of exposure to gang violence on youth: A pilot study. *Journal of Gang Research* 16(4):35–52.

¹⁰ Decker, S.H., Katz, C.M., and Webb, V.J. 2008. Understanding the black box of gang organization. *Crime & Delinquency*. 54(1):153–172.

¹¹ Miller, J. 2002. Young women in street gangs: Risk factors, delinquency, and victimization risk. In W.L. Reed and S.H. Decker, eds. *Responding to Gangs: Evaluation and Research*. Washington, DC: U.S. Department of Justice, Office of Justice Programs, National Institute of Justice, 67–105.

¹² Taylor, T.J., Peterson, D., Esbensen, F-A., and Freng, A. 2007. Gang membership as a risk factor for adolescent violent victimization. *Journal of Research in Crime and Delinquency*. 44(4):351–380.

¹³ Gottfredson, D.C., Thornberry, T.P., Slothower, D.D., Kearly, B., and Fader, J.J. 2018. *Reducing Gang Violence: A Randomized Trial of Functional Family Therapy*. Washington, DC: U.S. Department of Justice, Office of Justice Programs, National Institute of Justice.

¹⁴ Papachristos, A.V., Hureau, D.M., Braga, A.A. 2013. The corner and the crew: The influence of geography and social networks on gang violence. *American Sociological Review* 78(3):417–447.

while they are recovering in the trauma center or hospital, **to reduce the chance of retaliation and recurrence.** Applicants considering these approaches can find more information about healing and hospital-based approaches and how to put them into practice in the following resources: National Child Traumatic Stress, National Network of Hospital-Based Violence Intervention Programs, Indian Country Child Trauma Center, and the handbook Key Components of Hospital-based Violence Intervention Programs.

- Funding positions and developing, expanding, or enhancing training for violence interrupters and outreach workers to identify and mediate potentially lethal conflicts in the community; prevent retaliations by working with the victims and friends and family of the victims whenever gang-related violence occurs; and mediate ongoing conflicts by gathering information from the community about ongoing disputes, recent arrests, recent prison releases, and other situations that may lead to further violence or victimization.

The activities listed above are included as examples only. Applicants are not limited to submitting proposals for these types of activities. Rather, applicants are encouraged to consider a wide variety of evidence-based solutions to the problem of providing services to victims of gang-related violence.

Goals, Objectives, and Deliverables

The goal of this solicitation is to support communities in developing evidence-based or promising models, practices, and policies for youth victims of gang-related violence.

Specific objectives include:

- Improve the systems response to victims of gang-related violence and their families by developing new and/or expanding or enhancing existing effective programs and strategies to identify and serve victims of gang-related violence and their families. These services might include but are not limited to the examples listed above as well as intensive case management, court advocacy, housing, safety planning, mental health and substance abuse treatment, medical and dental care, acquiring identification or benefits, specialized educational services/GED, employment assistance, transportation, victim advocacy, and other support services, such as accompanying the victim during his or her participation in a criminal prosecution against the offender, when appropriate. Beyond using program funds to support some of these services, applicants are encouraged to enhance existing community collaboratives and partnerships, where feasible, to provide these supportive services.
- 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 victims of gang-related violence. Representatives from the following systems may serve as active participants: state/local government, victim services, law enforcement, local United States Attorney's offices, health services (physical, mental, and behavioral), juvenile justice, prosecutors, public defenders, courts, educators, community and faith-based organizations, and other relevant partners.
- 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. Consider

data across the involved sectors, for example, justice; child welfare; public health, including emergency room data; and education.

- Reduce and sustain reductions in youth victimization and revictimization as a result of gang-related violence or witnessing community violence.

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.
- [National Gang Center](#)

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).¹⁵ 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>.

¹⁵ 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	Up to 10
Estimated maximum dollar amount for each award	Up to \$320,000
Total amount anticipated to be awarded under solicitation	\$3,200,000
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 Requirements¹⁶ 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.

Pre-agreement Costs (also known as Pre-award Costs)

Pre-agreement 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 pre-agreement 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 pre-agreement costs, the applicant may contact the point of contact listed on the title

¹⁶ 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 pre-agreement 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

For eligibility information, see the title page.

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 pre-applications, 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 13. All project abstracts should follow the detailed template available at 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 15.

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 15. 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 1, 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 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 Supporting Victims of Gang Violence Grant Program will report under the violence prevention module, which can be found on this page of OJJDP's website: <https://ojdppmt.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 pre-agreement 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 Grantees¹⁷ (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 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. 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.

¹⁷ 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.

- 16.123, titled Community-Based Violence Prevention Program, and 16.582, titled Crime Victim Assistance/Discretionary Grants
- OJJDP-2019-14992

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 criterion 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 (30%)
3. Capabilities and Competencies (25%)
4. Plan for Collecting the Data Required for This Solicitation's Performance Measures (15%)
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.¹⁸

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 for compliance with those requirements. Although specific requirements may vary, the following are common requirements applicable to all solicitations for funding under OJP programs:

- The application must be submitted by an eligible type of applicant

¹⁸ 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.

- The application must request funding within programmatic funding constraints (if applicable).
- The application must be responsive to the scope of the solicitation.
- The application must include all items designated as “critical elements.”

For a list of the critical elements for this solicitation, see “What an Application Should Include” under Section D. Application and Submission Information.

Peer review panels will evaluate, score, and rate applications that meet basic minimum requirements. OJJDP may use internal peer reviewers, external peer reviewers, or a combination, to assess applications on technical merit using the solicitation’s review criteria. An external peer reviewer is an expert in the subject matter of a given solicitation who is not a current DOJ employee. An internal reviewer is a current DOJ employee who is well-versed or has expertise in the subject matter of this solicitation. Peer reviewers’ ratings and any resulting recommendations are advisory only, although reviewer views are considered carefully.

Other important considerations for OJJDP include geographic diversity, strategic priorities (specifically including, but not limited to, demonstrable potential enhancement to public safety in one or more federally designated Qualified Opportunity Zones), and available funding, as well as the extent to which the Budget Detail Worksheet and Budget Narrative accurately explain project costs that are reasonable, necessary, and otherwise allowable under federal law and applicable federal cost principles.

Pursuant to the Part 200 Uniform Requirements, before award decisions are made, OJP also reviews information related to the degree of risk posed by the applicant. Among other things to help assess whether an applicant that has one or more prior federal awards has a satisfactory record with respect to performance, integrity, and business ethics, OJP checks whether the applicant is listed in SAM as excluded from receiving a federal award.

In addition, if OJP anticipates that an award will exceed \$250,000 in federal funds, OJP also must review and consider any information about the applicant that appears in the nonpublic segment of the integrity and performance system accessible through SAM (currently, the Federal Awardee Performance and Integrity Information System, FAPIIS).

Important note on FAPIIS: An applicant, at its option, may review and comment on any information about itself that currently appears in FAPIIS and was entered by a federal awarding agency. OJP will consider any such comments by the applicant, in addition to the other information in FAPIIS, in its assessment of the risk posed by the applicant.

Absent explicit statutory authorization or written delegation of authority to the contrary, all final award decisions will be made by the Assistant Attorney General, who may take into account not only peer review ratings and OJJDP recommendations, but also other factors as indicated in this section.

F. Federal Award Administration Information

Federal Award Notices

See the [OJP Grant Application Resource Guide](#) for information on award notifications and instructions.

Administrative, National Policy, and Other Legal Requirements

OJP strongly encourages prospective applicants to review information on post-award legal requirements and common OJP award conditions **prior** to submitting an application. See the [OJP Grant Application Resource Guide](#) for additional information on administrative, national policy, and other legal requirements.

Information Technology (IT) Security Clauses

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

General Information About Post-Federal Award Reporting Requirements

In addition to the deliverables described in [Section A. Program Description](#), any recipient of an award under this solicitation will be required to submit certain reports and data.

Required reports. Recipients typically must submit quarterly financial reports, semi-annual progress reports, final financial and progress reports, and, if applicable, an annual audit report in accordance with the Part 200 Uniform Requirements or specific award conditions. Future awards and fund drawdowns may be withheld if reports are delinquent. (In appropriate cases, OJP may require additional reports.)

See the [OJP Grant Application Resource Guide](#) for additional information on specific post-award reporting requirements, including performance measures data.

G. Federal Awarding Agency Contact(s)

For OJP contact(s), see page 2.

For contact information for Grants.gov, see page 2.

H. Other Information

Freedom of Information and Privacy Act (5 U.S.C. 552 and U.S.C. 552a)

All applications submitted to OJP (including all attachments to applications) are subject to the federal Freedom of Information Act (FOIA) and to the Privacy Act. See the [OJP Grant Application Resource Guide](#) for information on DOJ and OJP processes with regard to application information requested pursuant to FOIA.

Provide Feedback to OJP

To assist OJP in improving its application and award processes, OJP encourages applicants to provide feedback on this solicitation, the application submission process, and/or the application review process. See the [OJP Grant Application Resource Guide](#) for information on providing solicitation feedback to OJP.

Appendix A: Performance Measures Table

Objective	Performance Measure(s)	Description	Data Recipient Provides
Increase the likelihood of positive outcomes for victims of gang violence.	Number of program youth served during the reporting period.	An unduplicated count of the number of individual youth served by the program during the reporting period. Definition of the number of youth served for a reporting period is the number of program youth carried over from the previous reporting period, plus new admissions during the reporting period. Program records are the preferred data source.	<ul style="list-style-type: none"> A. Number of program youth carried over from the previous reporting period. B. New admissions during the reporting period.
	Number and percent of programs/initiatives employing evidence-based programs or practices.	Number and percent of programs that implement an evidence-based program or practice. Evidence-based programs and practices include program models that have been shown, through rigorous evaluation and replication, to be effective at preventing or reducing juvenile delinquency or related risk factors, such as substance abuse. Model programs can come from many valid sources (Blueprints, OJJDP's Model Programs Guide, SAMHSA's Model Programs, State Model Program resources, etc.).	<ul style="list-style-type: none"> A. Number of programs implementing an evidence-based program or practice prevention model during the reporting period. B. Total number of implementing programs during the reporting period. C. Percent (A/B).
	Number and percent of youth with whom an evidence-based program or practice was used.	Number and percent of youth served with whom an evidence-based model or program was used. Evidence-based models and programs include those that have been shown, through rigorous evaluation and replication, to be effective at preventing or reducing juvenile delinquency or related risk factors, such as substance abuse. Model programs can come from many valid sources (Blueprints for Violence Prevention, OJJDP's Model Programs Guide, SAMHSA's Model Programs, etc.).	<ul style="list-style-type: none"> A. Number of youth served using an evidence-based model or program during the reporting period. B. Number of youth served during the reporting period. C. Percent (A/B).
	Percent of program youth exhibiting a desired change in the targeted behavior (short and long term).	Number and percent of program youth who exhibited a desired change in the targeted behavior during the reporting period or 6–12 months after exiting the program.	<ul style="list-style-type: none"> A. Number of program youth served during the reporting period or who exited the program 6–12 months ago with the noted behavioral change (behavior targeted will depend on specific program goals and activities and may include family relationships, gang resistance/involvement, substance abuse, etc.). B. Total number of youth receiving services for the targeted behavior during the reporting period or who exited the program 6–12 months ago. C. Percent (A/B).
	Number and percent of program youth who are victimized (short-term measure).	Number and percent of program youth who were harmed or adversely affected by someone else's criminal actions during the reporting period. Victimization can be physical or psychological; it also includes damage to one's property. Appropriate for any youth-serving program.	<ul style="list-style-type: none"> A. Total number of program youth served during the reporting period. B. Number of program youth tracked during the reporting period for victimization.

		<p>Official records (police, juvenile court) are the preferred data source.</p> <p>The number of youth tracked should reflect the number of program youth who are followed or monitored for victimization. Ideally this number should be all youth served by the program during the reporting period.</p>	<p>C. Of youth tracked, the number of program youth who were victimized during the reporting period.</p> <p>D. Percent of youth victimized (short term) (C/B).</p>
	<p>Number and percent of program youth who are victimized (long-term measure).</p>	<p>Number and percent of program youth who were harmed or adversely affected by someone else's criminal actions during the reporting period. Victimization can be physical or psychological; it also includes damage to one's property. Appropriate for any youth-serving program. Official records (police, juvenile court) are the preferred data source.</p> <p>The number of youth tracked should reflect the number of program youth who are followed or monitored for victimization. Ideally this number should be all youth served by the program during the reporting period.</p>	<p>A. Number of program youth who exited the program 6-12 months ago and were tracked during the reporting period for victimization.</p> <p>B. Of youth tracked, the number of program youth who were victimized during the reporting period.</p> <p>C. Percent of youth victimized (long term) (B/A).</p>
	<p>Number and percent of program youth who experience a gun-related victimization (short-term measure).</p>	<p>Number and percent of program youth who were harmed or adversely affected by someone else's criminal actions during the reporting period. Victimization can be physical or psychological; it also includes damage to one's property. Appropriate for any youth-serving program. Official records (police, juvenile court) are the preferred data source.</p>	<p>A. Total number of program youth served.</p> <p>B. Number of program youth tracked during the reporting period for victimization.</p> <p>C. Of youth tracked, the number of program youth who experienced violent gun-related victimization during the reporting period.</p> <p>D. Of youth tracked, the number of program youth who experienced nonviolent gun-related victimization during the reporting period.</p> <p>E. Percent of youth victimized by a gun-related offense (short term) $((C+D)/B)$.</p>
	<p>Number and percent of program youth who experience a gun-related victimization (long-term measure).</p>	<p>Number and percent of program youth who were harmed or adversely affected by someone else's criminal actions during the reporting period. Victimization can be physical or psychological; it also includes damage to one's property. Appropriate for any youth-serving program. Official records (police, juvenile court) are the preferred data source.</p>	<p>A. Number of program youth who exited the program 6–12 months ago and were tracked during the reporting period for victimization.</p> <p>B. Of youth tracked, the number of program youth who experienced violent gun-related victimization during the reporting period.</p> <p>C. Of youth tracked, the number of program youth who experienced nonviolent gun-related victimization during the reporting period.</p> <p>D. Percent of youth victimized by a gun-related offense (long term) $((B+C)/A)$.</p>
	<p>Number and percent of program youth</p>	<p>The revictimization measure counts the number of youth who experienced subsequent victimization. Victimization can be physical or psychological; it</p>	<p>A. Number of program youth tracked during this reporting period for re-victimization</p>

	<p>who are revictimized (short term).</p>	<p>also includes harm or adverse effects to youth's property.</p> <p>The number of youth tracked should reflect the number of program youth who are followed or monitored for revictimization. Ideally this number should be all youth served by the program during the reporting period.</p> <p>Example: If I am tracking 50 program youth, then the 'B' value would be 50. Of these 50 program youth who I am tracking, if 25 of them were revictimized during the reporting period, then 'C' would be 25. The percent of youth who are revictimized measured short term will be auto calculated in 'D' based on 'C' and 'B' values.</p>	<p>B. Of youth tracked, the number of program youth who were revictimized during the reporting period.</p> <p>C. Percent of youth revictimized (short term) (B/A).</p>
	<p>Number and percent of program youth who are revictimized (long term).</p>	<p>The revictimization measure counts the number of youth who experienced subsequent victimization. Victimization can be physical or psychological; it also includes harm or adverse effects to youth's property.</p> <p>The number of youth tracked should reflect the number of program youth who are followed or monitored for revictimization 6–12 months after exiting the program.</p> <p>Example: If I am tracking 50 program youth, then the 'A' value would be 50. Of these 50 program youth who I am tracking, if 25 of them were revictimized during the reporting period, then 'B' would be 25. The percent of youth who are revictimized measured long term will be auto calculated in 'C' based on 'A' and 'B' values.</p>	<p>A. Number of program youth who exited the program 6–12 months ago and were tracked during the reporting period for revictimization.</p> <p>B. Of youth tracked, the number of program youth who were revictimized during the reporting period.</p> <p>C. Percent of youth revictimized (long term) (B/A).</p>
	<p>Number and percent of program youth who experience a gun-related revictimization (short term).</p>	<p>Number and percent of program youth who were subsequently harmed or adversely affected by someone else's gun-related criminal actions during the reporting period. Victimization can be physical or psychological; it also includes damage to one's property. Appropriate for any youth-serving program. Official records (police, juvenile court) are the preferred data source.</p>	<p>A. Total number of program youth served during the reporting period.</p> <p>B. Number of program youth tracked during the reporting period for revictimization.</p> <p>C. Of youth tracked, the number of program youth who experienced violent gun-related revictimization during the reporting period.</p> <p>D. Of youth tracked, the number of program youth who experienced nonviolent gun-related revictimization during the reporting period.</p> <p>E. Percent of youth revictimized by a gun-related offense $((C+D)/B)$.</p>
	<p>Number and percent of program youth who experience a gun-related revictimization (long term).</p>	<p>Number and percent of program youth who were subsequently harmed or adversely affected by someone else's gun-related criminal actions during the reporting period. Victimization can be physical or psychological; it also includes damage to one's property. Appropriate for any youth-</p>	<p>A. Number of program youth who exited the program 6–12 months ago and were tracked during the reporting period for revictimization.</p> <p>B. Of youth tracked, the number of program youth who experienced violent gun-related revictimization during the reporting period.</p>

		<p>serving program. Official records (police, juvenile court) are the preferred data source.</p>	<p>C. Of youth tracked, the number of program youth who experienced nonviolent gun-related revictimization during the reporting period.</p> <p>D. Percent of youth revictimized by a gun-related offense (long term) $((B+C)/A)$.</p>
	<p>Number of planning activities conducted (gang).</p>	<p>Activities include meetings held, needs assessments undertaken, and so on, related to reducing gang-related activity.</p>	<p>Number of gang-related planning activities conducted during the reporting period.</p>
	<p>Number of stakeholders (task force, coalitions, agencies).</p>	<p>Number of additional stakeholders (government agencies, nonprofit organizations, community groups, etc.) joining in violence prevention efforts during the reporting period.</p>	<p>Number of stakeholder relationships built during the reporting period.</p>
	<p>Number of memoranda of understanding (MOU) developed during the reporting period.</p>	<p>An MOU is an interagency agreement whose purpose is to enable all parties to facilitate the conduct of certain efforts of mutual interest (e.g., specifying the types of information to be shared, stating the terms of the agreement, and including the signatures of all parties to the agreement). Include all formal partnering or coordination agreements. Program records are the preferred data source.</p>	<p>Number of MOUs developed during the reporting period.</p>
	<p>Number of agency policies or procedures created, amended, or rescinded.</p>	<p>Number of cross-program or agency policies or procedures created, amended, or rescinded during the reporting period. A policy is a plan or specific course of action that guides the general goals and directives of programs and/or agencies. Include policies that are relevant to the topic area of the program or that affect program operations. Program records are the preferred data source.</p>	<p>Number of program/agency policies or procedures created, amended, or rescinded.</p>

Appendix B: Application Checklist

OJJDP FY 2019 Supporting Victims of Gang Violence Grant Program

This application checklist has been created as an aid in developing an application.

What an Applicant Should Do:

Prior to Registering in Grants.gov:

- _____ Acquire a DUNS Number (see [OJP Grant Application Resource Guide](#))
- _____ Acquire or renew registration with SAM (see [OJP Grant Application Resource Guide](#))

To Register with Grants.gov:

- _____ Acquire AOR and Grants.gov username/password (see [OJP Grant Application Resource Guide](#))
- _____ Acquire AOR confirmation from the E-Biz POC (see [OJP Grant Application Resource Guide](#))

To Find Funding Opportunity:

- _____ Search for the Funding Opportunity on Grants.gov (see page 15)
- _____ Access Funding Opportunity and Application Package (see page 15)
- _____ Sign up for Grants.gov email [notifications](#) (optional)
- _____ Read [Important Notice: Applying for Grants in Grants.gov](#)
- _____ Read OJP policy and guidance on conference approval, planning, and reporting available at ojp.gov/financialguide/DOJ/PostawardRequirements/chapter3.10a.htm

After Application Submission, Receive Grants.gov Email Notifications That:

- _____ (1) Application has been received
- _____ (2) Application has either been successfully validated or rejected with errors (see [OJP Grant Application Resource Guide](#))

If No Grants.gov Receipt, and Validation or Error Notifications are Received:

- _____ Contact the Response Center at grants@ncjrs.gov regarding experiencing technical difficulties (see page 2)

Overview of Post-Award Legal Requirements:

_____ Review the "[Overview of Legal Requirements Generally Applicable to OJP Grants and Cooperative Agreements - FY 2019 Awards](#)" in the OJP Funding Resource Center at <https://ojp.gov/funding/index.htm>.

Scope Requirement:

_____ The federal amount requested is within the allowable limit(s) of \$320,000.

Eligibility Requirement:

_____ Eligible applicants are limited to states (including territories), units of local government,¹⁹ federally recognized Indian tribal governments (as determined by the Secretary of the Interior)

¹⁹ A "unit of local government" means—

(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), and nonprofit organizations²⁰ (including tribal nonprofit 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.

What an Application Should Include:

The following items are critical application elements required to pass BMR. An application that OJP determines does not include the application elements designated to be critical will neither proceed to peer review nor receive further consideration.

- Program Narrative (see page 11)
- Budget Detail Worksheet and Narrative (see page 14)

- Application for Federal Assistance (SF-424) (see page 10)
- Project Abstract (see page 11)
- Program Narrative (see page 11)
- Budget Detail Worksheet (including Narrative) (see page 14)
- Indirect Cost Rate Agreement (if applicable) (see page 14)
- Tribal Authorizing Resolution (if applicable) (see page 14)
- Financial Management and System of Internal Controls Questionnaire (see page 14)
- Disclosure of Lobbying Activities (SF-LLL) (see page 14)

Additional Attachments:

- Applicant Disclosure of Pending Applications (see page 14)
- Applicant Disclosure and Justification – DOJ High Risk Grantees (if applicable) (see page 15)

(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.

²⁰ See oip.gov/funding/Explore/SolicitationRequirements/OrganizationalRequirements.htm for additional information on demonstrating nonprofit status.

- ☐ Research and Evaluation Independence and Integrity (see page 15)
- ☐ Logic Model (see page 12)
- ☐ Timeline (see page 12)
- ☐ Request and Justification for Employee Compensation; Waiver (if applicable) (see page 12)
- ☐ Documentation of Anticipated Benefit to federally designated Qualified Opportunity Zones (if applicable) (see page 15)

237-2019

CERTIFIED COPY OF ORDER

STATE OF MISSOURI

} ea.

June Session of the April Adjourned

Term. 20 19

County of Boone

In the County Commission of said county, on the

6th

day of

June

20 19

the following, among other proceedings, were had, viz:

Now on this day, the County Commission of the County of Boone does hereby approve the attached Contract Amendment Number One to Contract 17-29APR16 – Short Term Lease of Real Property.

The terms of the amendment are stipulated in the attached Amendment. It is further ordered the Presiding Commissioner is hereby authorized to sign said Contract Amendment Number One.

Done this 6th day of June 2019.

ATTEST:

Brianna L. Lennon

Brianna L. Lennon
Clerk of the County Commission

Daniel K. Atwill

Daniel K. Atwill
Presiding Commissioner

Fred J. Parry

Fred J. Parry
District I Commissioner

Janet M. Thompson

Janet M. Thompson
District II Commissioner

Boone County Purchasing

Melinda Bobbitt, CPPO
Director of Purchasing



613 E. Ash St, Room 110
Columbia, MO 65201
Phone: (573) 886-4391
Fax: (573) 886-4390

MEMORANDUM

TO: Boone County Commission
FROM: Melinda Bobbitt, CPPB
DATE: May 28, 2019
RE: Amendment #1 to contract 17-29APR16 – Short Term Lease of Real Property

Contract 17-29APR16 – *Short Term Lease of Real Property* was approved by commission for award to UPS on August 9, 2016, commission order # 372-2016.

This amendment extends the contract for the period 7/1/19 – 12/31/19. Total rent for that period will be \$5,462.10 and will be deposited in 1190 – Non-Departmental, 3822 – Other Lease Revenue.

cc: Contract File

Commission Order: 237-2019

Date: 6/6/2019

**CONTRACT AGREEMENT NUMBER ONE
FACILITY USAGE AGREEMENT
SHORT-TERM LEASE OF REAL PROPERTY – CENTRAL MISSOURI EVENTS CENTER**

The Agreement **17-29APR16** dated August 9, 2016 made by and between Boone County, Missouri and **United Postal Service, Inc. (UPS)** for and in consideration of the performance of the respective obligations of the parties set forth herein, is amended as follows:

1. Extend the agreement for the period July 1, 2019 through December 31, 2019 for a total rental price of \$5,462.10.
2. Except as specifically amended hereunder, all other terms, conditions and provisions of the original agreement shall remain in full force and effect.

IN WITNESS WHEREOF the parties through their duly authorized representatives have executed this agreement on the day and year first above written.

UNITED POSTAL SERVICE, INC.

BOONE COUNTY, MISSOURI

By: 
E3370EC1E107403

By: Boone County Commission

BA4894CE06E4FB
Daniel K. Atwill, Presiding Commissioner

Title: Real Estate Director

APPROVED AS TO FORM:

ATTEST:


56E0ADD8D0AC445
County Counselor


7D82DA9869F6495
County Clerk

AUDITOR CERTIFICATION: In accordance with §RSMo 50.660, I hereby certify that a sufficient unencumbered appropriation balance exists and is available to satisfy the obligation(s) arising from this contract. (Note: Certification of this contract is not required if the terms of this contract do not create a measurable county obligation at this time.)


4747B4E3F1C847D...
Signature

5/29/2019

Date

Revenue to: 1190-3822

Appropriation Account

7/1/16 - 6/30/17 10502.00
 2.1% 7/1/17 - 6/30/18 10720.50
 1.9% 7/1/18 - 12/30/19 10924.19 / 2 = 5462.10

Consumer Price Index

Pursuant to Section 137.073.4(1), RSMo, "...the state tax commission shall certify each year to each county clerk the increase in the general price level as measured by the Consumer price Index for All Urban Consumers for the United States, or its successor publications, as defined and officially reported by the United States Department of Labor, or its successor agency. The state tax commission shall certify the increase in such index on the latest twelve-month basis available on February first of each year over the immediately preceding prior twelve-month period in order that political subdivisions shall have this information available....

The table below summarizes the Consumer Price Index for All Urban Consumers (CPI) as certified by the Commission for the years listed.

Twelve Months Ending	Change in the Consumer Price Index
December, 2018	1.9%
December, 2017	2.1%
December, 2016	2.1%
December, 2015	0.7%
December, 2014	0.8%
December, 2013	1.5%
December, 2012	1.7%
December, 2011	3.0%
December, 2010	1.5%
December, 2009	2.7%
*December, 2008	0.1%
April, 2008	3.9%
April, 2007	2.6%
April, 2006	3.5%
April, 2005	3.5%
April, 2004	2.3%
April, 2003	2.2%
April, 2002	1.6%
April, 2001	3.3%
April, 2000	3.3%
April, 1999	2.3%
April, 1998	1.4%
April, 1997	2.5%
April, 1996	2.9%
April, 1995	3.1%
April, 1994	2.4%
April, 1993	3.2%
April, 1992	3.0%
April, 1991	5.0%
April, 1990	4.4%
April, 1989	5.4%
April, 1988	3.9%

CERTIFIED COPY OF ORDER

STATE OF MISSOURI

June Session of the April Adjourned

Term. 20 19

County of Boone

} ea.

In the County Commission of said county, on the 6th day of June 20 19

the following, among other proceedings, were had, viz:

Now on this day, the County Commission of the County of Boone does hereby authorize a closed meeting on Tuesday, June 11, 2019 at 2:30 p.m. The meeting will be held in Conference Room 338 of the Roger B. Wilson Boone County Government Center at 801 E. Walnut, Columbia, Missouri, as authorized by RSMo 610.021(1), to discuss legal actions, causes of action or litigation involving a public governmental body and any confidential or privileged communications between a public governmental body or its representatives and its attorneys.

Done this 6th day of June 2019.

ATTEST:

Brianna L. Lennon
Brianna L. Lennon
Clerk of the County Commission

Daniel K. Atwill
Daniel K. Atwill
Presiding Commissioner
Fred J. Parry
Fred J. Parry
District I Commissioner
Janet M. Thompson
Janet M. Thompson
District II Commissioner