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TITLE V FFY 2010

COMMUNITY PREVENTION GRANTS PROGRAM

REQUEST FOR PROPOSAL

ISSUE DATE: March 3, 2010

APPLICATION DEADLINE: April 23, 2010

JUVENILE JUSTICE PROGRAMS OFFICE
475 WEST HASKELL #7
WINNEMUCCA, NEVADA 89445
775-623-6555

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I. Background

a. Introduction

In 1992, Title V of the Juvenile Justice and Delinquency Prevention (JJDP) Act of 1974, as amended (42 U.S.C. 5601 et seq.) and reauthorized in 2002, established the Incentive Grants for Local Delinquency Prevention Programs. Based on a need identified by States to have dedicated funds devoted to prevention efforts, Title V of the JJDP Act was designed to provide just such a dedicated source of monies to award grants for delinquency prevention within local communities. The Title V Grants program is founded on a research-based framework that focuses on reducing risks and enhancing protective factors to prevent youth from entering the juvenile justice system. It offers a funding incentive to encourage community leaders to engage in multi-disciplinary assessments of risks and resources specific to their communities and to develop comprehensive, collaborative plans to prevent delinquency (OJJDP Fact Sheet, December, 1998, #89).

Nevada's award under Title V of the JJDP Act for FFY 2010 is \$33,486. The Nevada Juvenile Justice Program's Office, Division of Child and Family Services, is the State agency designated by the Governor and approved by the Administrator of the Office of Juvenile Justice and Delinquency Prevention (OJJDP) to administer Title V funds in the State. The purpose of this document is to announce the availability of these funds and to outline the requirements for applying for and receiving awards under the Title V Grants Program.

The Nevada State Advisory Group is the supervisory authority established under the JJDP Act and appointed by the Governor to oversee the development and implementation of the State Juvenile Justice Plan and the delinquency prevention program. State Advisory Group members have training, experience or special knowledge in preventing and treating juvenile delinquency and/or the administration of juvenile justice.

Please remember that subgrantees must report on mandatory performance measures identified within the selected program area (see Section VII).

b. Purpose, Goals and Objectives

The purpose of this document is to announce the availability of these funds to units of local government, in an effort to work towards the prevention of juvenile delinquency.

The goal of Nevada's Title V Grants Program is the reduction of delinquency by supporting community collaboration that allows communities to provide their children, families, and institutions with the knowledge, skills, and opportunities necessary to foster a healthy and nurturing environment, which in turn, leads to the development of a productive and responsible citizenry. The objectives of this program are:

- To aid communities in fostering collaborations that will direct delinquency prevention planning and efforts using Federal, State, local, and private resources to achieve positive community and youth development;
- To provide communities with the resources necessary to identify risk factors within their community as well as protective factors which would counteract the identified risk factors. These resources include the assessment of existing programs and activities in place within the community, as well as gaps in services;
- To aid communities in developing local comprehensive delinquency prevention plans that strengthen existing protective factors, fill in gaps where protective factors are lacking, and help communities identify assets in youth;
- To provide assistance to communities in forming coalitions which implement delinquency prevention strategies, monitor their progress, and make necessary modifications through collaborative community-wide planning efforts; and
- To develop and implement local comprehensive, delinquency prevention strategies which use and coordinate Federal, State, local and private resources for establishing a client-continuum of services for at-risk children and their families.
- The applicant communities for the Title V Grants Program are encouraged to take advantage of community needs assessments currently underway or

completed by other existing and relevant multi-agency, community-wide planning groups. Communities are encouraged to form their Prevention Policy Boards for the Title V grant from existing groups which meet, or could be enhanced to meet, the eligibility requirements.

II. Availability of Funds and Award Limits

The funding period is July 1, 2010 through June 30, 2011

Units of local government will be funded in 12-month increments, not to exceed 36 months total. This policy does not imply that an award will automatically be renewed for two additional years. Each Title V subgrantee must submit an application each year and will be evaluated annually to determine the current year subgrantee's effectiveness in achieving its goals and objectives.

\$33,486 is available to fund no more than 1-2 communities.

III. Eligibility Criteria

a. Unit of Local Government

The applicant must be a unit of local government. A unit of local government is defined as any city, county, township, town, borough, parish, village or other general purpose political subdivision of a state and any Indian tribe that performs law enforcement functions and any law enforcement district or judicial enforcement district that (i) is established under applicable State law; and (ii) has authority to, in a manner independent of other State entities, establish a budget and raise revenues.

In addition, the following points should be noted regarding eligible applicants:

- Police departments and school districts are not eligible to apply directly. A city or county would be the eligible applicant and recipient of funds on behalf of the department.
- Universities are not eligible to apply directly.
- Non-profits are not eligible to apply directly. A unit of local government as a Title V recipient can designate a non-profit as an implementing agency.

Opportunity for Faith-Based and Other Community Organizations to Access Title V Funds by Partnering With Their Respective Units of Local Government:

Sec. 504 of the JJDP Act of 1974 stipulates that state grantees make subgrant awards to qualified units of local government. Accordingly, faith-based and other community organizations are statutorily ineligible to apply directly to OJJDP for Title V funds and to the state agency that administers Title V funds. However, OJJDP and the Juvenile Justice Programs Office (JJPO) encourages such organizations to access such funds by partnering with units of local government in developing the required local delinquency prevention plan and implementing the proposed prevention activities. The JJPO must ensure that subgrantees consider faith-based and other community organizations for awards as Title V implementing agencies on the same basis as other eligible applicants and, should they receive assistance awards, that they are treated on an equal basis with all other award recipients. No eligible implementing agency will be favored or discriminated against on the basis of its religious character or affiliation, religious name, or the religious composition of its board of directors or persons working in the organization.

Faith-based organizations receiving assistance funds from the U.S. Department of Justice, passed through states and then through units of local government retain their independence and do not lose or have to modify their religious identity (e.g., removing religious symbols) to receive assistance awards. DOJ grant funds, however, may not be used to fund any inherently religious activity, such as prayer or worship. Inherently religious activity is permissible, although it cannot occur during an activity funded with DOJ grant funds; rather, such religious activity must be separate in time or place from the DOJ-funded program. Further, participation in such activity by individuals receiving services must be voluntary. Programs funded by DOJ are not permitted to discriminate in the provision of services on the basis of a beneficiary's religion.

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

b. Pre-Application Certification of Compliance with JJDP Core Requirements

Units of local government must be in compliance with the core requirements of the JJDP Act. The JJDP Act mandates are:

- The deinstitutionalization of status and non-offenders from secure detention and placement.
- The removal of juveniles from confinement in adult jails and lockups.
- Separating juveniles from adult offenders in custody (sight and sound separation).
- The demonstration of efforts to reduce the rate of over representation of minority youth in secure detention and correctional confinement.

Certification of compliance must be received from the Juvenile Justice Programs Office. This can be done by contacting Pauline Salla, (775) 623-6555. When contacting Ms. Salla, you should indicate the geographic area the application will cover (i.e., city, county, several counties, etc.). The Juvenile Justice Programs Office will then verify that the jurisdiction(s) is in compliance from the Nevada records and send you verification in writing of that compliance. This documentation must be attached to your application.

c. Prevention Policy Board (PPB)

A local Prevention Policy Board (PPB) must be appointed or designated with no fewer than 15 and no more than 21 members with balanced representation of public agencies (e.g., education, law enforcement, mental health, courts, child protective services, etc.), private nonprofit organizations serving children, youth and families, business & industry, parents of at-risk youth and youth. The PPB will provide general oversight for the plan, approve the plan prior to submission to the State, and make recommendations to the responsible local agency for the distribution of funds and evaluation of funded activities.

d. Local 3-Year Delinquency Prevention Plan

Each unit of local government's application to the Juvenile Justice Programs Office must include a 3-year plan describing the extent of risk factors identified in the community and how these risk factors will be addressed. Local comprehensive

plans developed by municipal, county or council of governments (COG) may be used as the framework for this requirement and must include the benchmark to reduce the juvenile crime rate. There may be other existing planning resources that could respond to this planning requirement with modification to meet specific criteria. (See Section F for the required components of a local 3-year delinquency prevention plan.)

e. Matching Funds Requirement

The applicant unit of local government must be willing and able to provide a 50 percent match of the amount of the Federal award. (Example: If the award amount is \$100,000, the required match amount is \$50,000). The match can be either cash or in-kind.

Cash match includes cash spent for project-related costs. In-kind match is determined by the value of goods and the value of project-related donated (volunteered) services. The value of these services should be calculated at the average market value of that service at the time that the service was provided.

Examples: If an agency hires a secretary who spends 20% of his/her time to provide administrative support to the project, 20% of his/her salary counts toward the match.

An office, equipment and supplies for the project provided by the unit of local government counts toward the match.

Project-related volunteer service counts toward the match. To calculate the in-kind contribution of volunteers, take into account the activity performed by the volunteers and how much it would have cost the ULG if such activities were performed by the paid staff.

It should be noted that the Title V provision prohibits States and units of local government from requiring a cash or in-kind match from private nonprofit agencies designated by recipient units of local government as Title V implementing agencies. However, policy has allowed for cash or in-kind contributions to be volunteered by private nonprofit agencies and corporations. While this policy allows third party contributions in order to enable more communities to participate in the program, State and local cash and/or in-kind match is critically important to the sustainability of Title V projects after Federal funding ceases.

IV. Eligible Program Activities

All proposed prevention strategies must be based on the results of a thorough analysis of community risk and protective factors, an assessment of research service gaps, as well as on research on successful juvenile programming. Subgrantees are required to implement programs that are evidence-based. There are several databases and sources available to assist subgrantees in identifying appropriate programs and strategies that address identified risks. OJJDP's Model Programs Guide (MPG) was developed specifically for Title V and includes more than 100 research-based and scientifically proven prevention programs from a variety of sources. The MPG is available at http://www.dsgonline.com/mpg_index.htm;

The following list presents examples (therefore it is non-exhaustive), of the types of prevention program activities that can be funded through Title V:

- Mentoring programs
- Tutoring and basic skills instruction
- Conflict resolution and violence prevention curricula
- Life skills training
- Parent training and effective parenting programs
- Family therapy and family preservation programs
- Nurse home visitation programs
- Peer counseling and mediation programs
- Child and adolescent mental health services
- After-school educational and development opportunities programs
- Alcohol and substance abuse prevention services
- Youth leadership development activities

(See Section VII for a complete list of Title V program categories that proposed activities must fit under.)

The following are common characteristics of successful prevention activities:

- Intervene Early in Life and/or Early in the Risk Trajectory: Activities that target young children or youth before they display risky behaviors, and include their families.
- Strengthen Families: Examples would be parent training, family counseling and family skills training.

- Include Social Skills Training: Activities that teach specific pro-social, problem-solving and conflict-resolution skills and also decision-making and assertiveness skills.
- Have an Integrated Approach if Being Instituted in Schools: School-based programs need to incorporate activities with the overall school culture and regular classroom curriculum.
- Provide Intensive Adult Attention: Mentors, counselors, teachers, etc. must engage youth both with intensity and for a sufficient period of time.
- Use Competent, Qualified Staff Who Have Specific Training to Implement the Chosen Activity: Adequate training for staff is essential for those who will be implementing any activity.
- All Activities Should: be accessible, be flexible; respect confidentiality; whenever possible, be comprehensive rather than fragmented; and involve youth in meaningful decision making roles, always.

V. Restrictions in the Use of Funds

1. Non-supplanting: Title V funds must be used to supplement existing funds for program activities and not replace those funds which have been appropriated for the same purpose.
2. Travel: Grantees cannot exceed travel, meals and lodging rates established by the State of Nevada.
3. Construction: Title V funds cannot be used for construction which includes the acquisition, expansion, remodeling, and alteration of existing buildings and initial equipment of any such buildings or any combination of such activities.
4. Lobbying: No grant funds shall be used to pay for any personal service, advertisement, telegram, telephone communication, letter, printed or written matter, or other device, intended to influence a member of Congress or any other Federal, State, or local elected official to favor or oppose any Acts, bills, resolutions, or similar legislation, or any similar initiative, constitutional amendment, or any similar procedures by the Congress, any State legislature, any local council, or any similar governing body, except that this subsection shall not preclude such funds from being used in connection with communications to

Federal, State, or local elected officials through proper official channels, pertaining to authorization, appropriation, or oversight measures directly affecting the operation of the programs involved.

5. Personal Services contracts cannot exceed approved Federal rates without prior approval by contacting the Juvenile Justice Programs Office.

VI. Elements of the 3-Year Delinquency Prevention Plan

The local three-year community delinquency prevention plan must contain the following elements:

- (a) The designation or formation of a local Prevention Policy Board (PPB) consisting of no fewer than 15 and no more than 21 members from the community, representing a balance of public agencies, private nonprofit organizations serving children, youth, and families, and business and industry. Such agencies and organizations may include education, health and mental health, juvenile justice, child welfare, employment, parent, family, and youth associations, law enforcement, religion, recreation, child protective services, public defenders, prosecutors, and private manufacturing and service sectors. The applicant should also assure that the PPB, to the extent possible, contains one or more members under the age of 21, one or more parents or guardians with children who have had contact or are at risk of having contact with the juvenile justice system, and an overall membership that generally reflects the racial, ethnic, and cultural composition of the community's youth population. A specific local agency or entity must have responsibility for support of the PPB;
- (b) Evidence of commitment of key community leaders to supporting a comprehensive, delinquency prevention effort. Key leaders may include public and private individuals in key leadership and policy positions who are instrumental in effecting policy changes, controlling resources, and mobilizing the community;
- (c) Definition of the boundaries of the program's neighborhood or community;
- (d) An assessment of the readiness of the community or neighborhood to adopt a comprehensive delinquency prevention strategy;
- (e) An assessment of the prevalence of specific identified delinquency risk factors in the community, including the establishment of baseline data for the risk factors. The assessment of risk factors must result in a list of priority risk factors to be addressed, as determined and approved by the PPB;

- (f) Identification of available resources and promising approaches, including Federal, State, local, and private, and a description of how they address identified risk factors, and an assessment of gaps in needed resources and a description of how to address them;
- (g) A strategy, including goals, objectives, and a timetable, for mobilizing the community to assume responsibility for delinquency prevention. This should include ways of involving the private nonprofit and business sectors in delinquency prevention activities;
- (h) A strategy, including goals, objectives, logic model, and a timetable, for obtaining and coordinating identified resources which will implement the promising approaches that address the priority risk factors. This strategy must include a plan for the coordination of services for at-risk youth and their families;
- (i) A description of how awarded funds and matching resources will be used to accomplish stated goals and objectives by purchasing of services and goods and leveraging other resources. This should include a budget which lists planned expenditures;
- (j) A description of how the PPB will provide general oversight for developing the plan, approve the plan prior to submission to the State, and make recommendations to the responsible local agency for the distribution of funds and evaluation of funded activities;
- (k) A plan for collecting data for the measurement of performance and outcome of project activities. Priority Consideration for Funding Only local government applicants certified by the State Advisory Group as in compliance with the mandates of the Act, that have convened a PPB, and have submitted a three year plan will be eligible for funding.

VII. Performance Reporting

All Title V subgrantees are required to select performance measures from OJJDP's performance measurement system and develop a data collection plan that specifies which measures will be collected and how they will be measured. Performance measures must be selected from those presented on OJJDP's Web site (<http://www.ojjdp-dctat.org/>) and reported to the State at required intervals.

Performance measurement is a system of tracking progress in accomplishing goals, objectives, and outcomes. It monitors a few vital signs related to program performance and is less rigorous than program evaluation.

Funds for Title V programs must be for at-risk juveniles to "prevent" them from entering the juvenile justice system or "early intervention" programs for juveniles with first-time and non-serious offenses to keep them out of the juvenile justice system. Title V subgrantees should select from the following program areas for their proposed interventions:

- Child Abuse and Neglect
- Children of Incarcerated Parents
- Delinquency Prevention
- Disproportionate Minority Contact
- Diversion
- Gangs
- Gender-Specific Services
- Gun Programs
- Hate Crimes
- Job Training
- Mental Health Services
- Mentoring
- Native American Programs
- Restitution/Community Services
- Rural Area Juvenile Programs
- School Programs
- Substance Abuse
- Youth Courts

To facilitate selecting the performance measures most appropriate for your program, it is recommended that you first develop a logic model that lays out the logical relationships between the problem to be addressed and the program's activities, outputs, and outcomes. You should compare the logic model for your program with the logic model that corresponds to your program area on the OJJDP Performance Measurement Web site from the list above.

Within each program area, there are performance measures tables that present output and outcome performance measures. Outputs measure the products or changes for individuals, the juvenile justice system, or county that result from the program. Outcomes are benefits or changes as a result of the program. There are two types of outcomes:

Short-term – those that occur during the program or by the completion of the program.

Long-term – those that occur 6 months to 1 year after program completion.

The OJJDP performance measurement system designates some measures as mandatory, that is, they are required to be selected, and some are non-mandatory, or optional.

Subgrantees are required to report on:

All mandatory and two optional output measures, and

All mandatory and two optional outcome measures.

Subgrantees should develop a data collection plan that specifies each mandatory and optional performance measure selected, the source of data (such as the name of the specific survey to be used or arrest data), and a timetable for collecting the data. Applications should include Memorandum of Understanding or Inter-agency Agreements that show how outcome-level data will be obtained from agencies when appropriate, such as the police, schools, courts, or mental health agencies.

VIII. Application Review Criteria

Applications will be evaluated on the extent to which they meet the following criteria:

SAMPLE EVALUATION CRITERIA		Points
a.	Provide a thorough assessment of risk factors and resources, including the quantified measurement of risk factors which will serve as the baseline for determining project objectives and activities	20
b.	Identify key community leaders and members of the PPB, describe their roles in the comprehensive delinquency prevention strategy, and provide evidence of key community leaders support	10
c.	Clearly define the boundaries of the program's neighborhood or community	1
d.	Provide a realistic assessment, including evidence, of the readiness of the community or neighborhood to adopt a comprehensive delinquency prevention strategy. Include also innovative ways of involving the private nonprofit and business sectors in delinquency prevention activities.	5
e.	Provide a coherent plan to mobilize the community and implement a strategy that will address priority risk factors. This plan should include a logic model, which clearly illustrate the logical relationships between the problems (priority risk factors) to be addressed, planned activities (strategies), and anticipated outputs and outcomes.	25
f.	Provide specific strategies for service and agency coordination, including co-location of services at sites readily accessible to children and families in need	5
g.	Provide a strategy for or evidence of collaborating with other units of local government and State agencies to develop or enhance a statewide subsidy program to local governments that is dedicated to early intervention and delinquency prevention	5
h.	Provide a budget outlining the planned expenditures of grant funds and matching resources, including a budget narrative justifying these expenditures	10
i.	Provide written statements of commitment from State or local public agencies to match in cash or kind, at least 50% of the funds awarded	5

j.	Provide a sound plan for collecting performance measurement data, i.e., data to measure anticipated outputs and outcomes.	14
TOTAL POSSIBLE POINTS		100

IX. Application Deadline

The original Application properly executed by the Authorized Official and 9 copies (a total of 10) must be submitted to the Juvenile Justice Program's Office no later than 5:00 p.m. on April 23, 2010. Applications received by facsimile will not be accepted. Please be advised that it is the applicant's responsibility to see that the application is physically received by this office by the deadline. Applications received after the deadline will be retained for up to one year and may be reviewed at the convenience of the Juvenile Justice Program's Office should additional funding become available.

Mail or return applications to:
Pauline Salla
Juvenile Justice Programs Office
475 West Haskell, #7
Winnemucca, Nevada 89445

The Juvenile Justice State Advisory Group (SAG) and the Juvenile justice Program's Office will review all proposals and application materials. The SAG will make recommendations to the State for final selection.

Following review of all proposals, applicants will be notified in writing as soon as possible as to the status of the request. The project period for selected projects will begin July 1, 2010 and end on June 30, 2011.

X. Delinquency Prevention Policy Board Training

To assist communities in preparing the 3-year plans required for Title V funding, the Federal Office of Juvenile Justice and Delinquency Prevention (OJJDP) sponsors orientation training for community leaders. It also offers training on collecting and analyzing community risk and resource data, developing community prevention plans, and choosing promising strategies and provides other needed technical assistance free of charge. The only cost associated with this training for participants will be transportation and lodging, if necessary. Please contact Pauline Salla to request training: 775-623-6555.

XI. TIME LINE

RFP Issued	March 3, 2010
Application due	April 23, 2010
SAG Grant review Committee/Makes Recommendations	May 3-7 2010
SAG Approvals	May 18, 2010
Notice of Award	June 15, 2010
Subgrantee Project Period	July 1, 2010- June 30, 2011
Subgrantee Performance Measurement Report Due	October 15, 2010
	January 15, 2011
	April 15, 2011
	August 15, 2011

XII. Checklist of Application Requirements

The following information constitutes a complete Application and must be submitted before the deadline in the order listed:

- ___ 1. Application cover page with original signature
- ___ 2. Budget Page(s)
- ___ 3. Local 3-Year Delinquency Prevention Plan (Program Narrative)
- ___ 4. Prevention and Policy Board Membership Form and Attachments
- ___ 5. Letters of Commitment (if needed)
- ___ 6. JJDP Core Requirements Compliance Certification from State
- ___ 7. 501 (c) (3) Status Form (Non-profit organizations who are the implementing agency)
- ___ 8. Certifications/Assurances

ADDITIONAL REQUIRMENTS AND INFORMATION

Civil Rights Compliance link:

<http://www.ojp.usdoj.gov/about/ocr/statutes.htm>

Model Programs Guide:

http://www.dsgonline.com/mpg_index.htm

OJJDP Program Area and Mandatory Performance Measures Website:

<http://www.ojjdp-dctat.org/>