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DIRECTOR

The Criminal Justice Coordinating Council (the Council) is pleased to announce that it is seeking applications for competitive funding for local jurisdictions within the State of Georgia under the Office of Justice Programs (OJP), U.S. Department of Justice (DOJ), Office of Juvenile Justice and Delinquency Prevention (OJJDP) FY2020 State Delinquency Prevention Grants Program (CFDA 16.548).

## FY2023 Delinquency Prevention Grants Program Continuation/Competitive Funds Request for Proposals

### **Eligibility**

Applicants are limited to local county commissions/boards of commissioners to apply on behalf of juvenile courts within Georgia. High priority will be given to the rural counties. The availability of funds is dependent on appropriations from OJP. The Office reserves the right to reduce the amount of funds available based on government budgetary actions. The U.S. Department of Justice, Office of Juvenile Justice and Delinquency Prevention, administers these funds at the national level.

### **Deadline**

Applications are due by Friday, August 19, 2022

### **Available Funding**

Maximum Dollar Amount per Award for New Applicants: \$25,000  
Maximum Dollar Amount per Award for Continuation Grants: \$35,000  
Total Number of Awards: 7

The amount to be awarded to each agency will be determined by the Council under the advisement of the Juvenile Justice State Advisory Group.

### **Award Period**

October 1, 2022 – September 30, 2023  
Awarded agencies will be eligible for continued funding through September 30, 2025.

### **Contact Information**

For assistance with the requirements of this solicitation, contact: Haley Dunn-McKinney, Planner, at [Haley.McKinney@cjcc.ga.gov](mailto:Haley.McKinney@cjcc.ga.gov)

Release Date: July 22, 2022

**THIS IS A FEDERAL GRANT SUBJECT TO FEDERAL RULES AND REGULATIONS**

**SECTION I: OVERVIEW AND INSTRUCTIONS**

**Eligible Applicants**

The Delinquency Prevention Grants Program provides financial and technical assistance to local courts, units of local government, and federally recognized Indian tribal governments to implement Strengthening Families Program 7-17 (SFP 7-17). **Delivery of services are expected to be in person. Exceptions will be made if the court is solely conducting hearings and services virtually.**

**The Delinquency Prevention Grants Program**

The Delinquency Prevention Grants Program provides funding for the implementation of SFP 7-17 to youth who are first time offenders, diverted from the juvenile justice system, or charged with a status offense and identified as at-risk.

**Criminal Justice Coordinating Council**

The Criminal Justice Coordinating Council is designated by the Governor of Georgia as the State Administering Agency for criminal justice and victims' assistance programs. Created by the General Assembly (O.C.G.A. § 35-6A-2), the Council is comprised of twenty-seven members representing various components of the criminal justice system.

**Overview of the State of Georgia's Juvenile Justice State Advisory Group**

The Juvenile Justice State Advisory Group (SAG) is a Governor appointed body which provide expertise for juvenile justice efforts across the state of Georgia. The SAG will serve as the advisory body to the Council for the grant award.

**Definition of Rural Classification**

The State of Georgia defines rural as a county population of 35,000 people or less. This definition was adopted by the General Assembly in 1999 as part of the Rural Hospital Authorities Act (SB195). Priority consideration will be given to rural counties.

**How to Apply**

Interested applicants should review the Delinquency Prevention Grant Program Packet in its entirety, and submit the completed application, including the requested information and all required attachments. The application must be submitted online via Formstack on or before 5 p.m., August 19, 2022. **[Please click here to apply.](#) This form and provided budget detail are the only acceptable formats for submitting the narratives and budget for the funding year. It is recommended that applicants allow adequate time to complete the application. Applications must be submitted using the required format.** Any application that does not adequately answer all applicable questions will be considered incomplete and will not be reviewed for funding.

**SECTION II: APPLICATION PROCESS**

**Application Review**

Applications will be reviewed and assessed by the Council and the SAG members and its designated representatives who will consider the following:

1. Overall quality and completeness of the application;
2. Demonstration of clear, measurable and appropriate standards;
3. Demonstration of need including geographic location, local demographics, local statistics, other financial resources, etc.;
4. Adequate correlation between the cost of the project and the objective(s) to be achieved.

Only complete applications received by the deadline will be reviewed. **When an application is received by the Council, there is no commitment on the part of the Council to fund an application or to fund it at the amount requested.** Decisions related to these budget areas are based on both eligibility and reasonableness. The Council has full discretion to determine the reasonableness of budget items based on both objective and subjective decision-making tools. See "Restrictions on Use of Funds" subsection below to determine whether budget items requested are allowable prior to submitting your budget.

Applications for funding will undergo several reviews. At any point during these reviews, a decision not to fund a project or any part thereof may be made. These decisions are within the complete discretion of the Council.

### **Competitive Funding Decisions**

All funding decisions related to the program application received in response to this solicitation are made by the Council, based on the availability of funding and recommendations by the SAG. The Council will inform the applicant of funding decisions through a grant award. Applicants should not make assumptions regarding funding decisions until they have received official written notification of award or denial signed by the CJCC Executive Director.

Once an award is made, it is within the discretion of the Council to determine that a subgrantee is not compliant with applicable policies. Upon such a determination, the Council may terminate further funding and require reimbursement of grant funds. Each year, CJCC will release a continuation of funds RFP for subgrantees to apply for funding for the following year. **New applicants can apply up to \$25,000 and continuation applicants can apply for up to \$35,000.** Funding for this award ends September 30, 2025.

### **Allowable Funds**

Funds for this award can be used for: compensation to the SFP 7-17 facilitators, meals for the families who are participating in the SFP 7-17 sessions, SFP 7-17 supplies, incentives, and childcare. Please contact the assigned CJCC contact if you have any questions.

### **Restriction of Funds**

Grant funds cannot be used for: state training, office space, utilities, furniture, monthly cell phone charges, the purchase of vehicles, weapons, for overall agency supplies, construction projects and grant administrative overhead. Please note, this is not an exhaustive list. Please contact the assigned CJCC contact if you have any questions.

### **Supplanting of Funds**

Funds cannot replace or supplant federal or nonfederal funds that have been appropriated for the same purpose.

### **Match Requirement**

No match is required under this program.

### **Award Notification**

Notification of award funding will be made no later than September 20, 2022.

## **SECTION III: POST-AWARD REQUIREMENTS**

### **The Delinquency Prevention Grants Program Subgrantee Workshop**

As a requirement of the grant, all counties selected for funding will be required to attend a **virtual** workshop to discuss the purpose of the grant.

### **Grant Acceptance**

Subgrantees must accept or reject the grant award with original signatures and required forms within forty-five (45) days of the award date. The subgrantee will be unable to request funds until the award documents are submitted to the Council.

### **Special Conditions**

At the time of the subgrant award, the Council will assign special conditions as deemed appropriate for the program. The special conditions will outline the subgrantee's responsibilities, as well as federal and state regulations that must be adhered to, as a condition of accepting the grant award for the approved program. The special conditions will be included in the award packet and must be reviewed, signed, and returned to the Council within **forty-five (45) days** of the award date. The Council may assume your court rejects the grant award if these acceptance documents are not received by this submission deadline.

**Per DOJ requirements, awardees will be required to have background checks on all personnel who will be directly interacting with the youth serviced through this grant.**

**This is a federal reimbursement grant. Potential subgrantees are expected to abide by federal rules and regulations.**

### **Fiscal Accountability**

Commingling of funds on either a program-by-program or project-by-project basis is prohibited. The subgrantee's accounting system must maintain a clear audit trail for each source of funding for each fiscal budget period and include the following:

- Separate accountability of receipts, expenditures, disbursements, and balances. CJCC recommends creating an account in your accounting system for each grant using the grant number provided by CJCC.
- Itemized records supporting all grant expenditures in sufficient detail to show exact nature of activity.

- Data and information for each expenditure with proper reference to a supporting voucher or bill properly approved.
- Maintenance of billing records for project related expenses (i.e. service invoices)
- Provisions for payment by check (as applicable).

Subgrantees will select whether they would prefer to be reimbursed for grant expenses on monthly or a quarterly basis once awarded.

**Performance Measures and Reporting Requirements**

Performance measurement can be defined as the process of routinely measuring the outputs and outcomes produced by a program, thereby allowing one to assess the effectiveness of program investments and activities. It has been found that measuring performance builds consensus and commitment within the justice community, assists with the goal of obtaining and allocating resources, demonstrates success, and improves accountability.

The Department of Justice, the federal entity that administers the Delinquency Prevention Grant Program, has developed performance measures for all funded program types. As such, the Council requires that all funded subgrantees complete a quarterly statistical report using DOJ's Performance Measurement Tool (PMT). The PMT will ultimately help states produce evidence-based guidance on monitoring and evaluating all programs.

PMT reporting is completed based on grant-funded activities and due on the following dates:

<b>Reporting Period</b>	<b>Due Date</b>
October 1 – December 31	January 30
January 1 – June 30	July 30
July 1-December 31	January 30

**SECTION IV: PROGRAM DESIGN**

**Purpose**

There are vast differences in needs between youth who commit delinquent acts, youth who commit first-time nonviolent acts, and youth who commit status offenses also known as Children in Need of Services (CHINS). In certain circumstances, such as first-time nonviolent and CHINS youth, further intervention may not be necessary. Consequently, when services are appropriate for this population, effective interventions that target specific circumstances or criminogenic needs for these youth should be provided. In order to prevent further involvement with the justice system, programming should be available for first-time nonviolent and CHINS youth at the front end. The purpose of this grant opportunity is to provide funding to implement SFP 7-17 to serve youth at-risk for entering the juvenile justice system.

**Program Period**

This grant award period covers October 1, 2022 through September 30, 2023. Awarded agencies will be eligible for continued funding through September 30, 2025.

**Target Population**

Youth who are first time offenders, diverted from the juvenile justice system, charged with a status offense, and who are appropriate for the services offered by the program.

### **Goals and Objectives**

Each applicant must utilize all of the following goals and objectives for its project. Applicants may add goals or objectives specific to their program.

#### Goals

- Enhance the capacity of counties to reduce risk factors and strengthen protective factors for at-risk youth through evidence-based programs.
- Ensure EBP is being implemented with fidelity.

#### Objectives

- Provide Strengthening Families Program for five years.
- Have a 75% successful completion rate in all recipient counties.

### **Services**

SFP 7-17 is an evidence-based family skills training program designed to address risk and protective factors and increase resilience in families with children between the ages of 7 to 17 years old. The program includes four sessions and is delivered in 12 weekly, two-hour groups. The different sessions are parent, teen, child, and family. SFP 7-17 suggests to include all children in the home for programming, not just the youth being served. A typical group starts with the children, teens, and parents arriving and sitting down together for a meal that is provided to them by the program. Once they are finished eating, children, teens, and parents separate for the first hour to attend different sessions. Each week the subject matter and skills are the same for parents, teens, and children in the first session, even though they attend them separately. This is to assist with practicing the skills at home. After the first session is complete, children, teens, and parents are brought back together for a family session, which focuses on parent-child skill practice. Additional information on SFP 7-17 can be accessed at: <https://strengtheningfamiliesprogram.org/>.

## **SECTION V: APPLICATION FORM**

Interested applicants should review the Delinquency Prevention Grant Program Packet in its entirety, and submit the completed application, including the requested information and all required attachments. The application must be submitted online via Formstack on or before 5 p.m., August 19, 2022. [Please click here to apply.](#)

### **Program Narrative**

All applicants must complete a project narrative describing the proposed project. The following elements are required in the project narrative.

- **Project description:** Provide a description of the project including the agency's name, agency type, and year founded. Include the geographic area targeted, estimated number of individuals who will be served during the grant period, and relevant characteristics of the target population. For priority consideration, applicants must also demonstrate their rural classification.

- **Needs statement:** Provide a statement of the specific problem(s)/gap(s) the project will address. Include data that supports this claim. Only use data that is verifiable and relevant to the target population. For example, do not use statewide data for a local problem statement and do not use national data for a statewide problem statement.
- **Project goals:** State the goals of the proposed project. Explain how the project goals will meet the needs of the project's target population and/or impact the proposed service area. Include any accomplishments from previous years. For example, an estimated number of participants to be served during the grant period and the anticipated outcomes. Outcomes are defined as changes in attitudes, knowledge, skills, behaviors, and conditions. Goals must be specific, measurable, action-oriented, reasonable, and time-sensitive having performance indicators. Please prepare to explain in the evaluation plan section.
- **Project activities and services:** Describe the project's service delivery plan. In other words, explain how the agency will achieve project goals. State how services will be implemented or enhanced. Outline proposed programming, a timeline for implementing services, number of youth to be served, as well as an explanation of how youth will be referred into services. Please also explain how the plan for project activities will meet the target population's needs as described in the needs statement.
- **Changes from prior grant cycle:** In this section, please clearly state if any changes to the project from the prior grant cycle are planned. For example, staff turnover.

### Attachments

- **[Designation of Grant Officials](#)**
- MOU/Contracts - Please attach any contract or MOU between your agency and the established service providers.
- Budget - All applicants must attach a budget using the provided **[Budget Detailed Worksheet](#)**. All line items within the budget are subject to review and approval. Decisions related to these budget line items are based on federal program guidelines, justification of costs in relation to project activities, and reasonableness of costs based on current market rates.