



## **NOTICE OF FUNDING OPPORTUNITY**

### **2020 Title II Federal Formula Grant (Title II)**

#### **Federal Awarding Agency:**

The Office of Juvenile Justice and Delinquency Prevention

#### **Funding Opportunity Title:**

FY20 Title II Formula Grant

#### **CFDA#:**

16.540

#### **OJJP Funding Opportunity Number(s):**

OJJDP-2017-10943 and OJJDP-2018-13503

#### **Announcement Type:**

Competitive

#### **Release Date:**

October 23, 2019

#### **Funding Opportunity Performance Period:**

October 1, 2019 to September 30, 2020

#### **For More Information and to Apply:**

Visit DPS WebGrants at <https://dpsgrants.dps.mo.gov>

## **APPLICATION DUE DATE:**

3:00 p.m. November 27, 2019

#### **CONTACT INFORMATION:**

**For information or technical assistance  
with WebGrants, please contact  
Jake Garrison, CVS/JJ Program Specialist  
at 573/522-3778 or  
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**Michael L. Parson, Governor  
Sandra K. Karsten, Director**

# **TITLE II FORMULA GRANT PROGRAM**

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# GENERAL PROGRAM GUIDELINES

## **I. INTRODUCTION:**

Since 1974, the Office of Juvenile Justice and Delinquency Prevention (OJJDP) in the United States Department of Justice has administered the Title II Formula Grants Program (Title II) to support state and local delinquency prevention and intervention efforts and juvenile justice system improvements. The objectives are the following:

- (1) grants to states to assist them in planning, establishing, operating, coordinating, and evaluating projects for the development of more effective juvenile delinquency prevention (i.e., education, training, research, prevention, diversion, treatment, and rehabilitation);
- (2) support technical assistance grants to facilitate state compliance with the core requirements under the JJDP Act (42 USC 5633(a)(11), (12), (13), and (22);
- (3) support training and technical assistance to benefit the formula grant program; and
- (4) support research, evaluation, and statistics activities designed to benefit the formula grant program.

## **II. PURPOSE:**

The purpose of these Title II funds is to assist communities in local efforts designed to enhance, expand or respond to a variety of juvenile justice and delinquency issues. The fund is administered by the Missouri Department of Public Safety's Juvenile Justice Unit and the Governor-appointed Missouri Juvenile Justice Advisory Group (JJAG), which establish funding priorities. Funds are targeted to serve juveniles who are at-risk or involved in the justice system, the professionals and lay persons who work with those juveniles. The monies are to be utilized for model program implementation, direct services, system-improvement, policy design, data collection/analysis, research and training and technical assistance.

## **III. FUNDING SOURCE:**

Title II funds are appropriated by Congress and administered by OJJDP and are identified in [beta.SAM.gov](https://beta.sam.gov) under the Assistance Listings, by searching the Catalog of Federal Domestic Assistance (CFDA) Number 16.540. The Formula Grants Program is authorized under Sections 221–223 of the Juvenile Justice and Delinquency Prevention Act (JJDP Act) of 1974, as amended, 42 U.S.C. §§ 5631–5633. The Missouri Department of Public Safety (DPS) is the designated recipient of Title II Formula Grant Program in Missouri, the sole point of contact concerning funds associated with this announcement. This announcement contains information applicable to the terms and conditions of Title II subawards 2017-JF-FX-0046 and 2018-JF-FX-0011 the DPS/JJAG's most recent Comprehensive Three-Year Strategic Plan.

## **IV. FUNDING ALLOCATION:**

Funds are available for Title II based on appropriations made each year by Congress. Appropriations by Congress are not guaranteed from year to year. Therefore, if funds are not appropriated, the project may or may not be continued. The approximate amount of program funds available from subaward 2017-JF-FX-0046 is \$535,064 and 2018-JF-FX-0011 is \$605,148.

## **V. PROJECT PERIOD:**

The Title II project period for this solicitation is October 1, 2019 through September 30, 2020.

All funds must be obligated and all proposed activities must be performed within this project period. Funds are considered "obligated" when a legal liability to pay a determinable sum(s) for services is incurred, which will require payment during the same or future period. Any funds not properly obligated or properly expended by the end of the project period will revert back to DPS.

**NEW PROJECTS**--New projects may be eligible for up to 2 extensions with additional funds by submitting a Subaward Adjustment; meaning a new application for Year 2 and Year 3 will not be required. Approval of the Subaward Adjustment(s) is based on performance. Approved new projects will be in Year 1 of the funding cycle.

<b>Funding Cycle Year</b>	<b>Project Period</b>
Year 1-	10/1/2019 through 09/30/2020
Year 2-	10/1/2020 through 09/30/2021
*Year 3-	10/1/2021 through 09/30/2022

**YEAR 2 PROJECTS**-Projects entering Year 2 of the funding cycle must submit a Subaward Adjustment requesting a 1-year extension with additional funds not to exceed the amount of funding awarded for Year 1. Subaward Adjustments to continue the project are due July 1 of the current cycle year. Approval of the Subaward Adjustment is contingent upon performance. Year 2 projects do not need to respond to this solicitation. All Year 2 Projects will be required to submit a new budget.

<b>Funding Cycle Year</b>	<b>Project Period</b>
Year 2-	10/1/2019 through 09/30/2020, with approved Subaward Adjustment
*Year 3-	10/1/2020 through 09/30/2021, with approved Subaward Adjustment

**YEAR 3 PROJECTS**-Projects entering Year 3 of the funding cycle must submit a Subaward Adjustment requesting a 1-year extension with additional funds not to exceed the amount of funding awarded for Year 2. Subaward Adjustments to continue the project are due July 1 of the current cycle year. Approval of the Subaward Adjustment is contingent upon performance. Year 3 projects do not need to respond to this solicitation. All Year 3 Projects will be required to submit a new budget.

<b>Funding Cycle Year</b>	<b>Project Period</b>
*Year 3-	10/1/2019 through 09/30/2020, with approved Subaward Adjustment

*\*This will be the final year for the project. Eligible applicants are encouraged to apply for new projects or projects that expand and/or enhance current projects.*

## **VI. ELIGIBLE PROGRAM AREAS:**

Based on Missouri's current Comprehensive Three-Year Strategic Plan approved by OJJDP, and in conjunction with the recommendations of the JJAG all applications must be submitted in one or more of the following program areas:

**OJJDP Program Area 3 - Alternatives to Detention:** Services provided to a juvenile as an alternative to detaining and/or confining.

**NOTE: This program area is NOT LIMITED to JDAI sites.**

**Juvenile Detention Alternatives Initiative (JDAI):** At its essence, the purpose of the JDAI is to demonstrate that jurisdictions can safely reduce reliance on secure detention. The objectives of JDAI are to:

- Eliminate the inappropriate or unnecessary use of secure detention;
- Minimize re-arrest and failure-to-appear rates pending adjudication;
- Ensure appropriate conditions of confinement in secure facilities;
- Redirect public finances to sustain successful reforms; and
- Reduce racial and ethnic disparities.

The JDAI model is built around the following eight core strategies:

- Promoting **collaboration** between juvenile court officials, probation agencies, prosecutors, defense attorneys, schools, community organizations and advocates;
- Using **rigorous data collection and analysis** to guide decision making;
- Utilizing **objective admissions criteria and risk-assessment instruments** to replace subjective decision-making processes to determine whether youth should be placed into secure detention facilities;
- Implementing **new or expanded alternatives to detention programs** — such as day and evening reporting centers, home confinement and shelter care — that can be used in lieu of locked detention;
- Instituting **case processing reforms** to expedite the flow of cases through the system;
- **Reducing the number of youth detained** for probation rule violations or failing to appear in court, and the number held in detention awaiting transfer to a residential facility;
- **Combatting racial and ethnic disparities** by examining data to identify policies and practices that may disadvantage youth of color at various stages of the process, and pursuing strategies to ensure a more level playing field for youth regardless of race or ethnicity;
- **Monitoring and improving conditions of confinement** in detention facilities.

This program area is not limited to juvenile courts. Community-based, youth serving agencies and organizations with strong collaborative relationships with their local juvenile justice systems are encouraged to apply for projects/programs employing best practices and/or model programs. Best Practices are strategies and programs demonstrated through research and evaluation to be effective at preventing or intervening in juvenile justice delinquency. Best practice models include program models that have been shown, through rigorous evaluation and replication, to achieve target outcomes. Model programs can come from many valid sources (e.g., OJJDP's Model Programs Guide, Blueprints, Substance Abuse and Mental Health Services Administration's (SAMHSA) Model Programs, State model program resources, etc.)

**OJJDP Program Area 6 – Delinquency Prevention:** Comprehensive juvenile justice and delinquency prevention programs that meet needs of youth through collaboration of the many local systems before which a youth may appear, including schools, courts, law enforcement agencies, child protection agencies, mental health agencies, welfare services, health care agencies and private nonprofit agencies offering youth services.

**OJJDP Program Area 21 – Disproportionate Minority Contact:** Disproportionate minority contact refers to the disproportionate number of minority youth who come into contact with the juvenile justice system. Missouri is required to address juvenile delinquency prevention and system improvement efforts to reduce, without establishing or requiring numerical standards or quotas, the overrepresentation of minority youth in the juvenile justice system.

Proposed projects must include statewide coordination and development of the existing network of local DMC Coordinators, key stakeholders, including the DPS, members of the Missouri Juvenile Justice Advisory Group, other state agencies, local courts, law enforcement and other professionals with expertise in identifying and addressing racial disparities in the juvenile justice system.

Proposals in this program area are limited to statewide coordination, research, data collection, and data analysis directly related to meeting criteria of the DMC core requirement of the JJDPA and maintaining compliance by working through the following phases:

- Identification. To determine the extent to which DMC exists.
- Assessment. To assess the reasons for DMC, if it exists.
- Intervention. To develop and implement intervention strategies to address these identified reasons.
- Evaluation. To evaluate the effectiveness of the chosen intervention strategies.
- Monitoring. To note changes in DMC trends and to adjust intervention strategies as needed

**OJJDP Program Area 23 – Gender-Specific Services:** Services designed to promote healthy attitudes, behaviors, and lifestyles, and promote social competence in girls. Key program elements generally address issues in the context of relationships to peers, family, school, and community. Gender-specific programming goes beyond simply focusing on girls. It represents a concentrated effort to assist all girls in positive female development. It takes into account the

developmental needs of girls at adolescence, a critical stage for gender identity formation. Proposed projects for gender-specific services will be expected, in some degree, to collaborate with the statewide gender-specific services coordinator to advance the coordination of services and training projects to address the needs of female offenders in the juvenile justice system.

This program area is not limited to juvenile courts. Community-based, youth serving agencies and organizations with strong collaborative relationships with their local juvenile justice systems are encouraged to apply for projects/programs employing best practices and/or model programs. Best Practices are strategies and programs demonstrated through research and evaluation to be effective at preventing or intervening in juvenile justice delinquency. Best practice models include program models that have been shown, through rigorous evaluation and replication, to achieve target outcomes. Model programs can come from many valid sources (e.g., OJJDP's Model Programs Guide, Blueprints, Substance Abuse and Mental Health Services Administration's (SAMHSA) Model Programs, State model program resources, etc.) .

## **VII. Mandatory Performance Measures**

OJJDP requires performance indicator data from the states and subrecipients in order to demonstrate the effectiveness of the Title II projects. This data is entered into the federal DCTAT system for analysis and generation of reports to Congress. To assist in fulfilling the Department's responsibilities under the Government Performance and Results Act (GPRA), Public Law 103-62, applicants who receive Title II funding must provide data that measures the results of their work.

A full list of the performance measures, see [OJJDP's Performance Measures Grid by Program Area](#). Applicants **must include all mandatory performance measures** and must choose at least **two more outcome** measures and **two more output** measures for performance reporting purposes, all within the purpose area chosen for the project.

## **VIII. ELIGIBILITY REQUIREMENTS:**

Each applicant organization shall meet the following eligibility requirements:

### **A. Public or Nonprofit Agency**

To be eligible to receive Title II funds, applicants must be an operating public or nonprofit agency or a combination of such organizations. Juvenile and family courts, law enforcement agencies, local units of government, churches, schools, and public youth service agencies or organizations with appropriate experience, expertise, and service capacity are eligible applicants for funding. Nonprofit agencies must have a current 501(c)(3) status to be eligible to receive funds.

### **B. Special Note on Faith-Based Organizations**

Article IX, Section 8, of the Missouri Constitution states:

Neither the general assembly, nor any county, city, town, township, school district or other municipal corporation shall ever make an appropriation or pay from any public fund whatever, anything in aid of any religious creed, church or sectarian purpose, or to help to support or sustain any private or public school, academy, seminary, college, university, or other institution of learning controlled by any religious creed, church or sectarian denomination whatever; nor shall any grant or donation of personal property or real estate ever be made by the state, or any county, city, town, or other municipal corporation for any religious creed, church, or sectarian purpose whatever.

This language is more restrictive than language found in the United States Constitution. However, to comply with the Code of Federal Regulations (CFR) part 28, which provides the policy of the Office of Justice Programs (OJP) for allowable faith-based and community organizations that statutorily qualify as eligible applicants under OJP programs to apply for funding, the Missouri Department of Public Safety will accept applications from faith-based organizations under the following guidelines:

- Faith-based organizations may not use OJP grant funds to cover the cost of any inherently religious activity, such as prayer or worship.
- Faith-based organizations must separate any inherently religious activity in time or place from any OJP funded program activity.

- Faith-based organizations may not use any portion of the OJP funds to promote, encourage, enlist, advocate, or urge any individual to participate in any religious creed, sectarian purpose, or church.
- If funded, a faith-based organization must be able to establish and document 501(c)(3) or other nonprofit status before receiving funding.

#### **C. Youth Served Age Requirement**

Youth under the age of 17 are eligible to receive services funded by this grant program. If a youth is a ward of a juvenile or family court at the time of his/her 17<sup>th</sup> birthday, he/she may continue to receive services until he/she is released from the court's jurisdiction or until he/she reaches the age of 21, whichever occurs first.

#### **D. Geographic Requirement**

Youth and/or families receiving any services funded through this Title II solicitation for must be current residents of the State of Missouri.

#### **E. State and Federal Grant Requirements**

Applicants must certify that the agency, staff, volunteers, and program will adhere to all state and federal laws in addition to local ordinances, and that there will be full compliance by all involved with the state and federal grant requirements as set forth herein and in the [DPS Financial and Administrative Guidelines](#) and the federal [U.S. Department of Justice OJP Financial Guide](#).

#### **F. Evidence-Based Programs and/or Best Practices**

The DPS strongly emphasizes the use of data, evidence-based model programming and use of best practices. Best Practices are strategies and programs demonstrated through research and evaluation to be effective at preventing or intervening in juvenile justice delinquency. Best practice models include program models that have been shown, through rigorous evaluation and replication, to achieve target outcomes. Model programs can come from many valid sources (e.g., OJJDP's Model Programs Guide, Blueprints, Substance Abuse and Mental Health Services Administration's (SAMHSA) Model Programs, State model program resources, etc.)

Applications proposing use of evidence-based programs or practices, and/or best practices for working with at-risk, abused/neglected, or delinquent youth in the applicable Program Areas (see above) are considered preferred.

The Office of Justice Program considers programs and practices to be evidence-based when their effectiveness has been demonstrated by causal evidence, generally obtained through one or more outcome evaluations. Causal evidence documents a relationship between an activity or intervention (including technology) and its intended outcome, including measuring the direction and size of a change, and the extent to which a change may be attributed to the activity or intervention. Causal evidence depends on the use of scientific methods to rule out, to the extent possible, alternative explanations for the documented change. The strength of causal evidence, based on the factors described above, will influence the degree to which OJP considers a program or practice to be evidence-based.

Applicants may use the [OJP CrimeSolutions.gov](#) website and the [OJJDP Model Programs Guide](#) website to find information about evidence-based programs in criminal justice, juvenile justice, and crime victim services.

Source documentation for the model program must be included in the application. This documentation must identify the federal agency or academic institution that has awarded the program.

Applicants must use the highest degree of fidelity (conformity) in the implementation of the components of the model programs, promising practices, and/or best practices.

## **IX. ELIGIBLE BUDGET CATEGORIES:**

Applicants may request funding under the following approved budget categories:

- Personnel
- Personnel Benefits
- Travel/Training
- Equipment
- Supplies/Operations
- Contractual

**NOTE: Contractual (Consultant) services cannot exceed a rate of \$650 (excluding travel and subsistence costs) for an 8-hour day, or \$81.25/hour. An 8-hour day may include preparation, evaluation, and travel time. Compensation for individual consultant services is to be reasonable and consistent with that paid for similar services in the marketplace.**

## **X. INELIGIBLE ACTIVITIES AND COST ITEMS:**

All requested activity and cost items must adhere to the [DPS Financial and Administrative Guidelines](#) and the [U.S. Department of Justice OJP Financial Guide](#) and the [DPS Subrecipient Travel Guidelines](#).

Ineligible activities and cost items include, but are not necessarily limited to, the following:

- Compensation and/or Travel of federal employees
- Honoraria
- Indirect costs of conferences, symposia, and workshops including entertainment, sports, visas, passport charges, tips, bar charges, beverages, personal telephone calls, or laundry charges
- Bonuses or commissions
- Indirect costs to the agency/organization receiving funds, such as a percentage of the grant funding to administer the grant
- Overhead administrative costs
- Meals
- Purchase of land or construction
- Consultant Rates exceeding \$650/day
- Daily Subsistence within Official Domicile
- Entertainment Expenses & Bar Charges
- Finance Fees for delinquent payments
- First Class Travel
- Indirect Costs
- Lobbying or Fundraising
- Military-Type Equipment
- Personal Incentives for Employment
- Pre-Paid Gas/Phone Cards
- Vehicles
- Firearms or service weapons

## **XI. SUPPLANTING:**

Supplanting is defined as taking the place of or replacing with something else.

Supplanting or shifting money to avoid the issue of supplanting is strictly prohibited. Title II funds must be used to supplement existing funds for program activities and will not be awarded towards budget items that are and will continue to be funded by another source of money. Title II funds shall be used to fund new projects, expand/enhance existing projects, or continue a funded project.

Subrecipients shall not use Title II funds to pay for programs or expenses that they already are obligated to pay or has funded in previous years without proper. If an existing personnel position receives grant funding, the position must be back-filled as the agency has an obligation to continue funding the same number of employees.

## **XII. EVALUATION:**

Subrecipients are to required monitor programs/projects for effectiveness by collecting, analyzing and reporting to the DPS via the Quarterly Status Report as well as an Annual Report.

## **XIII. CONFIDENTIALITY:**

All applications and subsequent information supplied to the Missouri Department of Public Safety as a result of a subaward are considered public records.

## APPLICATION REVIEW AND AWARD INFORMATION

### **I. APPLICATION REVIEW & AWARD PROCESS:**

The Juvenile Justice Unit of DPS utilizes a two-part process for reviewing Title II applications. Applications undergo an administrative review for technical merit by Juvenile Justice Unit staff and are then subject to review by an external, peer review panel. The review panel is comprised of professionals with juvenile delinquency prevention expertise and familiarity with the Title II program. The Juvenile Justice Unit staff and the external, peer review panel members will convene to determine funding recommendations to be submitted to the JJAG. The review panel's recommendations will be presented to the JJAG and the Director of the Department of Public Safety or designee for final approval. Applications may be approved for full funding, partial funding or denied with no funding.

### **II. APPLICATION DENIAL:**

Applicants with denied applications will receive notice of such from DPS. The DPS WebGrants system will be utilized to send electronic correspondence regarding the denial, including the rationale of the decision. This correspondence will be sent from [dpswebgrants@dps.mo.gov](mailto:dpswebgrants@dps.mo.gov) the person listed as the Primary Contact on the General Information form of the application.

### **III. AWARD NOTIFICATION:**

Approved applicants will receive a notice of award. Applicants will be notified via WebGrants of the decision made by the review panel approximately 2-4 weeks following the review meeting. The notification will be sent from [dpswebgrants@dps.mo.gov](mailto:dpswebgrants@dps.mo.gov) to the person listed as the Primary Contact on the General Information form of the application. Additional instructions will be provided for the award acceptance documentation.

It is anticipated that the funding requests will easily exceed the amount of money available. Please be patient as the review process can be rather tedious and time consuming. Funding notifications will not be released through any other means than WebGrants.

### **IV. SUBRECIPIENT REPORTING REQUIREMENTS**

Subrecipients of Title II funding must provide, at a minimum, the following reports.

#### **A. Claim Reports (Monthly Expenditure Reimbursement Requests)**

Subrecipients of Title II funds must submit a **MONTHLY** Claim Report in WebGrants to identify actual cash expenditures for the previous month and request reimbursement of those expenditures. A Claim Report must be submitted each month even if there are no expenditures to claim. Only one claim report may be submitted per month. Title II funds are paid a reimbursement basis only; meaning proof of payment must accompany any claim for purchases/payments.

Claim Reports are due on or before the 10th day of each month. This deadline is subject to change if the 10th falls on a state holiday or weekend. Failure to submit the required report on a monthly basis, by the due date, may result in the delay of reimbursement until the following month and/or cancellation of the contract if the non-compliance with this requirement becomes problematic. Unlike the application phase in WebGrants, Claim Reports will be accepted after the posted deadline, but it will be marked as a late report.

Subrecipients may access payment information within the WebGrants system. If an individual is not a registered user of WebGrants, payment information may also be obtained at <https://vendorservices.mo.gov>. Click "Vendor Payment" in the green toolbar. Select FEIN and enter your agency's Federal Tax ID Number (FEIN). You may then search for a payment by 1) Invoice Number, 2) Check/EFT Number, 3) Dollar Amount, or 4) Date/Location. The prefix of a Payment Number for Title II disbursements is ER129.

**B. Status Reports (Quarterly Progress Reports)**

Subrecipients of Title II funds are also required to submit **QUARTERLY** Status Reports in WebGrants to report activities, successes, obstacles, and statistical information for the reporting period. These reports allow the DPS to collect statistical information and monitor the progress/completion of approved projects.

Status Reports are due on or before the 10th day of the month following the reporting period. Quarterly Status Reports are due **January 10<sup>th</sup>, April 10<sup>th</sup>, July 10<sup>th</sup> and October 10<sup>th</sup>**. Failure to submit the required report on a quarterly basis, by the due date, may result in the delay of reimbursement until the report is received and/or cancellation of the contract if the delinquency becomes problematic. WebGrants will accept a status report after the posted deadline, but it will be marked as a late report.

**Annual Report**

Subrecipients of Title II funds are required to submit an annual report in WebGrants, the report is due by **NOVEMBER 15<sup>TH</sup>**.

**V. AWARD COMPLIANCE TRAINING**

A mandatory Subrecipient Compliance Training will be held for all applicants to receive training on the record keeping, reporting requirements and technical assistance for subrecipient use of WebGrants. Agencies receiving awards will be provided logistics of the training after the subawards are announced.

**VI. TECHNICAL ASSISTANCE**

If you have any questions about the application, please email Connie Berhorst, Juvenile Justice Program Manager at [connie.berhorst@dps.mo.gov](mailto:connie.berhorst@dps.mo.gov). Responses to questions will be accepted and responded to by **email only**.

**PLEASE NOTE:** DPS staff will not review any part of an application prior to its official submission. Verbal feedback on narrative work or a critique of research or methodology will not be provided.