

**Awards for the Establishment, Improvement, and
Expansion of
Children's Advocacy Centers (NSP)**



**National
Children's
Alliance®**

REQUEST FOR PROPOSALS

Award Year 2021

October, 2020

TABLE OF CONTENTS

PROGRAM DESCRIPTION AND RESOURCES	3
OVERVIEW	5
WHAT IS NATIONAL CHILDREN’S ALLIANCE?	5
OBJECTIVES	5
ELIGIBILITY	6
AWARD APPLICATION REQUIREMENTS	6
HOW DO I APPLY?	8
APPLICATION DEADLINES	8
AWARD REVIEW PROCESS	9
NOTIFICATION PROCEDURES	9
ADMINISTRATIVE AND OTHER LEGAL AWARD REQUIREMENTS	10
NCA CONTACT INFORMATION	10
AWARD APPLICATION CHECKLIST	11
AWARD TYPES AND SCORING CRITERIA - CAC AWARDS	14
AWARD TYPES AND SCORING CRITERIA - CHAPTER AWARDS	22
FREQUENTLY ASKED QUESTIONS	26
ATTACHMENTS	27

PROGRAM DESCRIPTION AND RESOURCES

This funding is received under the OJJDP FY18 VOCA Children's Advocacy National Subgrant Program (CFDA #16.758) to manage a national grant awards program for local children's advocacy center programs. Children's Advocacy Centers (CACs) provide a coordinated response to victims of child abuse through multidisciplinary teams composed of representatives from the statutorily mandated and other involved agencies. The program is authorized pursuant to the Victims of Child Abuse Act of 1990, 34 U.S.C § 13004 (a) and (b).

Resources

This RFP includes references to the policies and guidance issued by the Office of Management and Budget (OMB) [Federal Register, 12/26/2013](#). The largest division of the Executive Office of the President, OMB is responsible for implementing and enforcing the President's policies across the entire Federal Government.

Additionally, the RFP incorporates by reference the [2017 DOJ Financial Guide](#) and the [OJP Grant Application Resource Guide](#).

In accordance with the above document, all applicants must be in compliance with all civil rights nondiscrimination requirements.

All applicants must comply with federal laws that prohibit discrimination in both employment and the delivery of services or benefits based on race, color, national origin, sex, religion, and disability. In addition, federal law prohibits recipients of federal financial assistance from discriminating on the basis of age in the delivery of services or benefits.

All applicants must meet the requirements of the Drug-Free Workplace Act of 1988.

All entities applying for this funding are encouraged to enforce policies that require employees, contractors, or subrecipients to wear seat belts when driving company-owned, rented, or personal vehicles while they are on the job. For the Federal policy on seat belt use, refer to the [Highway Safety Act](#).

All applicants are encouraged to enforce policies that ban text messaging while driving company-owned, rented, or Government-owned vehicles; while driving privately owned vehicles when on official Government business; or when performing any work for or on behalf of the Government. For more on this topic, see the [Federal policy on reducing text messaging while driving \[PDF - 57 Kb\]](#).

Applicants are to disclose whether they are currently designated high risk by another federal grant making agency. This includes any status requiring additional oversight by the federal agency due to past programmatic or financial concerns. If an applicant is designated high risk by another grant making agency, you must notify NCA at mgadmin@nca-online.org and include the following information at the time of the application submission:

- Email subject line - High Risk Grantee Notification.
- The agency that currently designated the applicant as high risk.
- Date the applicant was designated high risk.
- The high risk point of contact name, phone number, and email address, from that agency.
- Reasons for the high risk status.

NCA seeks this information to ensure appropriate federal oversight of any grant award.

If an applicant is prohibited from receiving federal funds, they need to disclose the debarment and suspension to NCA prior to the application submission. Debarment or suspension of a participant in a program by one agency has a Government-wide effect. The Government-wide guidelines for debarment and suspension are codified in [2 C.F.R.](#)

[Part 180. DOJ, via 2 C.F.R. Part 2867](#), adopts the OMB guidance in subparts A through I of Title 2 C.F.R. Part 180, as supplemented by 2 C.F.R. Part 2867, as its policies and procedures for nonprocurement debarment and suspension.

Federal funds cannot be used to pay a person for influencing or attempting to influence an officer or employee of any agency, a member of Congress, an officer or employee of Congress, or an employee of a member of Congress in connection with any of the following covered Federal actions:

- The awarding of any Federal contract;
- The making of any Federal grant;
- The entering into of any cooperative agreement;
- The extension, continuation, renewal, amendment, or modification of any Federal contract, grant, or cooperative agreement.

Additional restrictions on lobbying applicable to all recipients and subrecipients are:

- [18 United States Code \(U.S.C\) 1913](#)
- [Interim Financial Guidance for New Restrictions on Lobbying \[PDF - 34 Kb\]](#)
- [Lobbying Disclosure Act of 1995](#)

As part of your application you will be required to certify that no grant funds will be used for lobbying and/or fundraising activities.

OVERVIEW

National Children's Alliance, under a cooperative agreement with the United States Department of Justice Office of Juvenile Justice and Delinquency Prevention (OJJDP)*, will administer \$12,580,000 in federal funds for the establishment, improvement, and expansion of Children's Advocacy Centers (CACs) through this RFP. Please note that specific award amounts may change. **All awards are contingent upon the release of funding from the United States Department of Justice.**

WHAT IS NATIONAL CHILDREN'S ALLIANCE?

Founded in 1988, National Children's Alliance (NCA) is the national association and accrediting body organization for Children's Advocacy Centers and multidisciplinary teams. Children's Advocacy Centers are facility-based programs, which utilize a multidisciplinary approach (including child protective services, law enforcement, medical, and mental health services, victim services and prosecution) to investigate and intervene in child abuse cases.

OBJECTIVES

The Victims of Child Abuse Act of 1990, as amended, authorizes the United States Department of Justice, Office of Juvenile Justice and Delinquency Prevention to provide funds for the development and implementation of multidisciplinary child abuse investigation and prosecution programs. The objectives of this project are:

1. To increase the number of communities with access to the multidisciplinary team approach to child abuse and the services of a Children's Advocacy Center;
2. To increase the number of resource-poor, geographically isolated, rural, and/or underserved communities developing a multidisciplinary approach to child abuse;
3. To increase access to Children's Advocacy Center services and improve the quality of CAC and multidisciplinary team response within states, through the National Children's Alliance State Chapters;
4. To improve the quality of forensic interviews, medical evaluations, and mental health intervention provided by Children's Advocacy Centers and multidisciplinary teams to child abuse victims;
5. To offer excellent support to awardees and to provide monitoring and oversight of the awards process.

For the purpose of this solicitation, child abuse is defined as serious physical or mental injury, sexual abuse or negligent treatment of a child under 18.

**General Federal Award Information DOJ-NCA*

Recipient Name: National Children's Alliance; Recipient DUNS Number: 036770691; Federal Award Project Title: OJJDP Victims of Child Abuse (VOCA) Children's Advocacy Centers National Subgrants Program; Federal Award Identification Number (FAIN): 2018-CI-FX-K003; Federal Award Date: 09/18/2020; Period of Performance Start and End Date: from 10/01/2020 to 03/31/2022; Total Amount of Award: \$15,387,563; Federal Award Project Description: The VOCA Children's Advocacy Centers National Subgrants Program will provide funding for a national grant awards program for local children's advocacy center programs, state chapters, and multidisciplinary teams that provide a coordinated investigation and response to child abuse; Name of Federal awarding agency: Department of Justice, Office of Justice Programs, Office of Juvenile Justice and Delinquency Prevention; Total amount of Federal Funds in the NCA RFP: \$12,580,000; NCA CFDA Number: # 16.758; Identification of whether the award is R&D: No; NCA Indirect Cost Rate for the Federal Award: 14.9%. Please review the special conditions on this award posted in the RFP Attachment IV.

ELIGIBILITY

In order to be considered for an award, applicants must meet the following eligibility requirements:

- a. Applicants must be existing Children's Advocacy Centers, Multidisciplinary Teams, or entities in the process of establishing a CAC or Accredited NCA Chapters.
- b. Applicants must be a public entity or private, not-for-profit entity.
- c. Applicants that are NCA Accredited Children's Advocacy Centers, NCA Associate/Developing Children's Advocacy Centers, NCA Affiliate Children's Advocacy Centers, NCA Satellite Children's Advocacy Centers, Tribal MDTs, or Multidisciplinary Teams (in areas not currently served by a Children's Advocacy Center), must have in place a task force/steering committee or multidisciplinary team made up of appropriate parties including representatives from local law enforcement, child welfare, prosecution, medical, and mental health that meets at least quarterly.
- d. State Chapter applicants must have a Board of Directors (if a non-profit organization) or an Advisory Board or Oversight Committee (if a government entity).

AWARD APPLICATION REQUIREMENTS

NCA is required to review and assess the potential risks presented by applicants for federal grants prior to making an award ([2 C.F.R. § 200.205](#)). NCA will use a variety of factors which may include financial capabilities and past performance in a risk-based approach.

In order to assess each applicant's risk of non-compliance for purposes of award monitoring:

- All applicants for individual/collaborative CAC awards expending \$750,000 or more in Federal awards during the applicants' fiscal year are required to have an A-133 audit of their financial statements. If a management letter is prepared by the independent accountant (CPA), it must be included with the audit report and uploaded as part of the application*.
- All applicants for Chapter awards are required to have an audit of their financial statements and submit it to NCA no later than 9 months of the fiscal year end. If a management letter is prepared by the independent accountant (CPA), it must be included with the audit report.
- All applicants must be in good standing with reporting and funding requirements from any award previously received from NCA.
- Applicants will be required to certify the accuracy of the provided information, including Tax Identification Number (EIN), and may be requested to provide proof of their organizational status.

*This audit requirement is also applicable for all hardship subawardees under the chapter grants for grant year 2021. NCA may require the submission of any audit documents as part of the subawardee application process.

- Applicants who are current NCA Accredited, NCA Associate/Developing, NCA Affiliate, or NCA Chapter Members must maintain their membership status during the application process and the duration of the grant and be in good standing with National Children’s Alliance:
 - Current with reporting requirements (statistical and/or grant reports)
 - Has signed license and NCA accreditation materials as appropriate
 - Has signed annual affidavit of NCA accreditation standards compliance as appropriate
 - Current with annual dues
- NCA Accredited applicants that currently are undergoing re-accreditation, who wish to apply for an award either directly through NCA or as a subawardee, must be actively fulfilling their submission requirements and deadlines at the time of application submission and throughout the life of any award.
- NCA Accredited applicants in Pending status, who wish to apply for an award, either directly through NCA or as a subawardee, must be actively fulfilling their approved action plan and meeting all required deadlines at the time of application submission, throughout the life of any award, and until all accreditation issues are successfully resolved. The aforementioned requirement pertains both at the time of application submission and throughout the award period.
- A respondent to this solicitation that is also a new applicant for NCA accreditation under consideration at the NCA October Board Meeting may apply as an accredited center pending the decision of the NCA Board of Directors. Applicants denied accredited status or new applicants given “Pending” status at the October Board Meeting will be deemed ineligible for funding exclusively available to accredited centers. Regardless of the release date of the RFP, the NCA October Board Meeting is the determining guideline for eligibility of new applicants for accreditation being considered for funding through the RFP process.
- All applicants must have a Data Universal Numbering System (DUNS) number when applying for Federal awards and cooperative agreements (initial or supplemental awards) ([2 C.F.R. Part 25 - Universal Identifier and System of Award Management](#)). As an organization, you can obtain a DUNS number at no cost by calling the toll-free DUNS number request line at 1-866-705-5711.

Applicants should anticipate that failure to submit an application that contains all the specified elements and meets the stated requirements in this solicitation will negatively affect the review of their application. Should a decision be made to make an award, it may result in the inclusion of special conditions that preclude the recipient from accessing or using award funds pending satisfaction of the conditions.

Moreover, applicants should anticipate that applications that are not in accordance with the scope of the solicitation or that do not include the required application documents will neither proceed to peer review nor receive further consideration. For a list of the required application documents, including formatting requirements, please review the application checklist.

HOW DO I APPLY?

Carefully read the Applicant Eligibility, Application Requirements, and the Award Application Checklist. Using the instructions listed in this RFP, complete the appropriate application:

- 1) Using the scoring criteria listed in this document under each grant type, prepare your answers to each bulleted point. This will help you fill out quickly the **Program Narrative** questions listed in your online application.
- 2) Fill out the **Budget Narrative Template** (as an excel document). Please do not use any other document as a Budget Narrative but the provided template.
- 3) Prepare and scan all additional materials, i.e. **Annual Program Budget, Audit** (if applicable), and **Letters of Support** (check attachment II for the specific kind needed) as well as **Resumes and Job Descriptions**, if applicable. The files cannot exceed 25 MB combined and need to be in .doc, .docx, .xls, .xlsx, .pdf, .rtf, or .txt format. (For Macintosh users, please note the filename must include the appropriate 3 or 4 letter extension.) Also, please do not attempt to upload a document that is password-protected or contains macros. This will cause the process to fail.

In the grant online portal, you will attach all previously prepared and aforementioned documents as attachments.

- 4) Once logged in, fill out online the **Organizational Information, Program Narrative questions and Budget form**.

All applicants must submit their application via the NCA online system using this web portal:

[NCA Grant Application Portal for NSP Grants](#)

Important: After accessing the portal and logging in please select the correct award type corresponding to your application. Failure to do so will result in incorrect coding and your application won't reach the review panel.

You need to use the link above only once and select the grant type you are applying for. Once you have used the link above to load your application and wish to continue, refer to your **registration confirmation email** with the subject line "You have created an NCA account." Click on the link within the email to get back to the application you started. You can save your changes and continue working on your application in multiple sessions.

You are strongly encouraged to thoroughly prepare for application submission by drafting all required documents and thoroughly reading and adhering to RFP guidelines before beginning the online submission.

While technical support is available for the system, it has limited staffing. You are strongly encouraged not to wait until hours before the deadlines to begin the online process. It is the responsibility of the applicant to begin early enough to complete the process (including any technical support they may need to do so) prior to the application deadlines.

APPLICATION SUBMISSION DEADLINES

Deadline:

All applications must be **successfully submitted** via the online system by **the following dates according to the grant type:**

- **NSP (all categories) – November 6, 2020 at 5 pm ET.**

The online system will automatically shut down at 5:00 PM Eastern Time promptly and will not accept any more applications in progress.

*Late award applications will not be accepted.
Faxed, mailed, or e-mailed award applications will not be accepted.*

AWARD REVIEW PROCESS

Applications:

NCA is committed to ensuring a fair and thorough process for awarding grants. A peer review panel reviews the applications to make sure the information presented is reasonable, understandable, measureable, and achievable as well as consistent with the solicitation.

All applications receive a three-step review process.

First, NCA conducts an internal review. For purposes of assessing whether applicants have met the basic minimum requirements, NCA screens applications for compliance with specified program requirements to help determine which applications should proceed to further consideration for award. If the applicant has successfully followed the general *Grant Application Requirements*, the *Award Application Checklist*, and is *Eligible* for the award type, the application will be forwarded to a peer review panel.

A peer review panel will evaluate, score, and rate applications that meet basic minimum requirements. The purpose of the peer review process is to provide a technical and programmatic evaluation of all applications by professionals who are considered topic area experts in order to make award recommendations to NCA. The review panels will rate all applications based on the extent to which they meet the evaluation criteria for the award type and category. The evaluation criteria and assigned point values are outlined in this document.

Peer reviews' ratings and any resulting recommendations are advisory only, although, their views are considered carefully. In addition to peer review ratings, considerations for award recommendations and decisions may include, but are not limited to, underserved populations, geographic diversity, strategic priorities, past performance under prior awards, and available funding. Recommendations for funding are not final until approved by NCA's Executive Director and notice has been provided to OJJDP. All awards are subject to DOJ site visit review and onsite audits.

The third step is budget approval, which is conducted internally by NCA staff, following award notification and prior to the obligation, expenditure, or disbursement of award funds.

NOTIFICATION PROCEDURES

For all applications, the online system will send you an e-mail confirmation immediately after successfully submitting an award application. This will be the official notification of the **receipt** of the award application from NCA. **Please print and keep this for your records.**

All applicants will receive **notification for the outcome** of their application by email by **December 10, 2020**.

An Electronic Grantee Handbook will be posted and available to the awarded applicants shortly thereafter. No funds may be expended or disbursed until award documents are signed and the project budget has received final NCA approval.

ADMINISTRATIVE AND OTHER LEGAL AWARD REQUIREMENTS

If selected for funding, in addition to implementing the funded project consistent with the agency-approved project proposal and budget, the recipient must comply with award terms and conditions, and other legal requirements, including but not limited to OMB, DOJ, NCA, or other federal regulations that will be included in the award, incorporated into the award by reference, or are otherwise applicable to the award.

NCA anticipates that it will make any award from this solicitation in the form of a cooperative agreement. Cooperative agreement awards include standard conditions that describe the general allocation of responsibility for execution of the funded program. Generally stated, under cooperative agreement awards, responsibility for the day-to-day conduct of the funded project rests with the recipient to implement the funded and approved proposal, budget, and abiding by the award terms and conditions. Responsibility for oversight and redirection of the project, if necessary, rests with NCA.

General Information of Post-Award Steps and Reporting Requirements

The awarded agencies will receive a link to the Electronic Grantee Handbook which will contain detailed information about the grantee guidelines and contain all the mandatory documents and forms, including but not limited to, grant reporting deadlines and requirements specific to each award type, sample subawardee documents (applicable for State Chapter awards), etc.

As part of the grant monitoring responsibilities, NCA will review the information provided in the grant application checklist, the required audits (if applicable) and submit the feedback to the grantees. Any additional steps needed to be taken will be discussed on the grantee programmatic calls.

Based on the grant performance, financial stability of the recipient, and other special circumstances, NCA may require an audit to be submitted/conducted by any of the recipient entities regardless of the grant type and federal funding threshold.

Based on the agency programmatic and financial performance, association and local strategic goals as well as other specific circumstances, special award conditions and reporting requirements may be mandated to all projects under a specific award type and/or only to a specific awardee agency. Some examples of such special conditions are implementing the Outcome Measurement System (OMS) and Gap Analysis project. The award period is January 1, 2021 - December 31, 2021.

NCA CONTACT INFORMATION

General Questions for Awards Help Desk: Toll Free (800) 239-9950:

Extension 107	cacprograms-southern@nca-online.org
Extension 110	cacprograms-midwest@nca-online.org
Extension 117	cacprograms-northeast@nca-online.org
Extension 126	cacprograms-western@nca-online.org
Extension 130	denglish@nca-online.org
Extension 120	jmagoon@nca-online.org
Extension 115	dtekock@nca-online.org

Technical Assistance Questions:

NCA will offer a series of webinars intended to provide technical assistance around the application requirements and process. These webinars, which will be offered in "listen only" format, will provide information by award category and type. If you are interested in participating, please register using the links provided below.

[Webinar Registration Link – CACs](#)
[Webinar Registration Link – Chapters](#)

If you have any further questions in regards to the webinar registration, please contact mgadmin@nca-online.org for information.

Webinar schedule:

2021 RFP Application Process for **CAC Grants** - NSP Awards
Tuesday, Oct. 13th 2020, 3:30 -5:00 p.m. EDT

2021 RFP Application Process for **Chapter Grants** - NSP Awards
Tuesday, Oct. 13th 2020, 2:00-3:30 p.m. EDT

AWARD APPLICATION CHECKLIST

Please review this checklist before submitting your online application. All applications must contain the following information:

Organizational Information (to be completed online): The applicant must complete this information accurately, as it is what is used to identify your agency and determine eligibility.

Grant Application Checklist (to be completed online): As part of a pre-award risk assessment, applicants must provide information about their internal controls policies and procedures. A screenshot of the information needed is provided on the NCA website so applicants can prepare in advance for the online entry of the data.

Program Narrative questions (to be completed online): Please review carefully the scoring criteria listed under each grant type. Prepare your answer to each bulleted point, so you are ready to enter the information once you log into your grant account. The document must include the information outlined in the evaluation criteria. Please be sure to address all of the sections clearly.

If you would like to upload a chart (timetable, logic model) you can do so online however please be mindful to use this feature only for charts illustrating your Program Narrative answers. No additional files will be forwarded to grant review.

Award Budget (to be completed online): A clearly developed budget that does not exceed the maximum amount available per award type and indicates how much funding will be allocated in each category.

Additional costs: All applicants must include \$2000 in their budget to be used to send one or more individuals to the Leadership Conference in Washington, D.C. in June 2021.

These expenses need to be allocated in the following manner: Registration fee for the LC (\$700) under budget category "Other" and travel and lodging expenses as a separate line item under category "Travel."

Budget Narrative (fill out the template provided online and save as an xls(x) document): Please fill the grey cells in the templates specifically designated for Chapter or CAC applicants. The documents are divided by grant categories with a designated narrative and fiscal portion. Use the table at the bottom of the document to include your projected grant budget by quarter.

The Budget Narrative should thoroughly and clearly describe every line item and list it in the appropriate grant category. NCA expects proposed budgets to be complete, cost-effective, reasonable, allocable, and necessary for the project activities.

Applicants should demonstrate in their budget narratives how they will maximize cost effectiveness of grant expenditures. Budget narratives should generally describe cost effectiveness in relation to potential alternatives and the goals of the project. For example, a budget narrative should detail why planned in-person meetings are necessary, or how technology and collaboration with outside organizations could be used to reduce costs, without compromising quality.

The narrative should be mathematically sound and correspond with the information and figures provided in the Award Budget. The narrative should explain how the costs are relevant to the completion of the proposed project.

The applicant must propose budget costs that are in accordance with federal requirements. Proposed costs should be in line with current federal per diem rates which can be located at www.gsa.gov. Per Diem rates are updated throughout the year.

The applicant must include **allowable costs** under NCA guidelines. NCA cannot reimburse any unallowable items. For a listing of allowable and unallowable items, please see Attachment III. In addition, all awards must adhere to the latest addition of the **Office of Justice Programs' Financial Guide** at <http://ojp.gov/financialguide/DOJ/index.htm> and relevant OMB circulars.

The budget narrative needs to include the following information for each individual position for which funds are requested:

- Position title
- Annual salary (if hourly include rate x hours = salary)
- Actual dollar amount (of the salary) funded by NCA
- Percentage of the annual salary (or hourly rate) funded by NCA
- Identify other sources used to pay the percentage not funded by NCA

For travel or training, include the following information:

- Name of the training and location
- Number of individuals attending (estimate if necessary)
- Per diem rate (for lodging) x (number of people) x (number of days)
- Travel cost
- Registration fees

For funds requested for Equipment purchases, include the following information:

- Type of purchase
- Name of equipment
- Description of equipment
- Cost
- Location of equipment

Please note that equipment purchases will be very closely scrutinized and must directly pertain to service provision (i.e. recording equipment for forensic interviews, medical exams, etc.). No furniture or soft furnishings may be charged to any NCA award.

For funds requested to conduct trainings, include the following information:

- Consultant rate (meeting the federal daily rate of \$81.25 per hour or less)
- Description and estimated cost of materials required to host the training
- Per diem rate (for lodging) x (number of people) x (number of days)
- Travel costs
- Meeting room rental/AV costs

Please note that award funds may not be used to purchase or reimburse expenses for food/meals.

For funds requested for rent/utilities, include the following information:

- Type of utilities
- Estimated monthly breakdown of utility cost
- Rent payment/lease payment per month

Annual Program Budget: Current year operating budget including income and expenses. For newly operating programs, a projected budget will be accepted however, this needs to be specified in the annual program budget. For the agencies applying to open a Satellite, a clear separation between the Host and Satellite center budget is required.

Audit: A copy of the single audit for CAC applicants expending \$750,000 or more in Federal awards during the last closed fiscal year. The applicant must include any additional audit/financial review correspondence containing recommendations or findings such as management letters, etc.

Letters of Support: Letters of Support are required for the award types listed in Attachment II. The letters must show support for the submitted award application/project. For the Chapter tier grants a Letter of Support from the NCA Accredited CACs in the state is required to show support for the award application. For the applicants developing a Satellite, a letter from the Chapter supporting the development of the Satellite center is needed, as well as a Letter of Support from key stakeholders in the local community.

Certify that you have a Signed Memorandum of Understanding (MOU) or Interagency Agreement: If a CAC applicant, you will be asked to certify that you have a signed MOU or Interagency Agreement. Awardees may be required to submit this document as a part of the special conditions of their award.

Resumes and Job Descriptions: If you are requesting funds for a position, a job description and resume must be submitted as an attachment. If the position for which you are requesting funding has not been filled as of the application due date, then a job description alone will suffice. However, it must be clearly specified in the budget narrative whether the positions are filled or unfilled at the time of submission of the application.

Applications for previously awarded grant types: If your organization is applying for a grant category for which you received a grant in the previous grant year, your application must address new goals and objectives and must build on the work done the previous year.

AWARD TYPES AND SCORING CRITERIA

CHILDREN'S ADVOCACY CENTERS AWARDS

PROGRAM IMPROVEMENT IN MENTAL HEALTH SERVICES

(Total funds available- \$500,000)

- **Eligibility-** NCA Accredited Children's Advocacy Centers, NCA Associate/Developing Children's Advocacy Centers, NCA Affiliate Children's Advocacy Centers, NCA Satellite Child Advocacy Centers, Non-Member Multidisciplinary Teams (multidisciplinary teams in areas in which there are no existing CACs).
- **Maximum Award Amount-** \$25,000 (You may request less than the maximum award.)
- **Goal:** To develop and support the adoption of evidence based mental health treatments in the CAC/MDT setting. **(Applicant must focus the application only on one of the trainings/modality of implementations listed below.)**
 - Trauma-Focused - Cognitive Behavioral Therapy (TF-CBT)
 - Child and Family Traumatic Stress Intervention (CFTSI)
 - Parent-Child Interaction Therapy (PCIT)
 - Alternatives for Families – Cognitive Behavioral Therapy (AF-CBT)*
 - CSBP-CBT (Children with Sexual Behavior Problems - Cognitive Behavioral Therapy)**

*AF-CBT training providers may require potential applicants to participate in training readiness screening prior to acceptance into training. Please communicate with trainers regarding this during the proposal development process.

**The applicants that are applying for training assistance, need to review the YPSB Informational package on the NCA website at <https://www.nationalchildrensalliance.org/how-to-apply-for-nca-grants/> and demonstrate readiness for inclusion in the training per the information in the package documentation. Please review the specific dates for the training modules and carefully access your center readiness to comply with them.

All grantees that provide mental health services under this grant must submit de-identified mental health outcome data for the cases as part of the project. All aggregate, non-identifying data will be entered through a specifically designated software platform (NCAttrak) and will be used to evaluate the improved outcomes for children.

Evaluation Criteria:

Needs Statement (30 points)

- Describe your current mental health response and the need for its improvement. (20 points)
- Describe the impact that this project would have on improving the provision of services in your community (10 points)

Program Development and Sustainability (40 points)

- Provide detailed description of proposed project and rationale (must fit within the scope of the award goals). Reference relevant source documents for evidence supported practices
- Detailed development plan including the following:

- Strategy for implementation
- Detailed and attainable goals and objectives
- Realistic activity and task timelines
- Partner agency support for proposed project
- Local community support for the proposed project
- Measurement for success
- Sustainability for proposed project including program and finance

Organizational Capacity/Leadership (10 points)

- Governance structure sufficient to ensure adequate oversight and continuance of project (5 points)
- Leadership structure including staff expertise related to project; if using consultant(s) identify qualifications. If training MH providers describe how they meet the eligibility requirements for the training and the agency commitment to finalize the training cycle (5 points)

Budget (20 points)

- Budget that clearly matches the goals and objectives of the proposed project (10 points)
- Budget Narrative with a level of detail that provides support and calculations for all proposed project expenditures (5 points)
- Budget timeline in alignment with the activity and task timeline proposed in the development plan (5)

PROGRAM DEVELOPMENT FOR COMMUNITIES

(Total funds available-\$275,000)

- **Eligibility-** NCA Accredited Children's Advocacy Centers that are applying to act as a host agency to a Satellite center, Associate/Developing Children's Advocacy Centers; Affiliate Children's Advocacy Centers, NCA Satellite Member Children's Advocacy Centers, Non-Member Multidisciplinary Teams (multidisciplinary teams in areas in which there are no existing CACs).
- **Maximum Award-** \$25,000 (You may request less than the maximum award.)
- **Goal:** To expand the provision of CAC services to unserved, and underserved areas.
Eligible uses of the funding include any of the following:
 - Develop new community-based CACs
 - Expand the services and the service area of Associate, Affiliate centers
 - Establish an NCA Satellite member center in a previously unserved or underserved community

The development of the CACs need to be in compliance with the Chapter growth plan.

Evaluation Criteria:

Needs Statement (30 points)

- Please describe the current CAC response in your community and the need to develop/expand the said response; including current service provision and anticipated caseload. Utilize and/or reference Gap Analysis, Chapter growth plans, and/or other documents that verify unserved/underserved population(s) and support from Chapter in addressing expansion in the identified community. (20 points)
- Describe the impact that this project would have on improving the provision of services in your community. (10 points)

Program Development and Sustainability (40 points)

- Detailed description of proposed project and rationale (must fit within the scope of the award goals)
- Detailed development plan including the following:
 - Strategy for implementation
 - Detailed and attainable goals and objectives
 - Realistic activity and task timelines including (if applicable) readiness for submission of Satellite Membership Application to NCA within the award period/targeted opening date for the center.
 - Partner agency support for proposed expansion or development
 - Local community support for the proposed Satellite center development
 - Measurement for success
 - Sustainability for proposed project including program and finance

Organizational Capacity/Leadership (10 points)

- Governance structure sufficient to ensure adequate oversight and continuance of project (if opening a Satellite please focus on the Host CAC) (5 points)
- Leadership structure including staff expertise related to project; if using consultant(s) identify qualifications. If opening a Satellite, please provide information about designated staff needed to coordinate the response and provision of services at the Satellite center (5 points)

Budget (20 points)

- Budget that clearly matches the goals and objectives of the proposed project (10 points)
- Budget Narrative with a level of detail that provides support and calculations for all proposed project expenditures (5 points)
- Budget timeline in alignment with the activity and task timeline proposed in the development plan (5)

DEVELOPMENT AND IMPROVEMENT OF TELE-SERVICES

(Total funds available-\$500,000)

- **Eligibility-** NCA Accredited Children's Advocacy Centers, NCA Associate/Developing Children's Advocacy Centers, NCA Affiliate Children's Advocacy Centers, NCA Satellite Child Advocacy Centers, Non-Member Multidisciplinary Teams (multidisciplinary teams in areas in which there are no existing CACs).
- **Maximum Award-** \$25,000 (You may request less than the maximum award.)
- **Goal:** To expand the provision of Tele-services and access to an existing Children's Advocacy Center with an emphasis on unserved, and underserved areas (rural and remote regions):
 - Tele-Mental Health
 - Tele-Forensic Interviewing
 - Tele-Health

Evaluation Criteria:**Needs Statement (30 points)**

- Please describe the current CAC response in your community and the need to develop/expand the said response to include Tele-services; including current service provision and anticipated caseload. (20 points)

- Describe the impact that this project would have on improving the provision of services in your community. (10 points)

Program Development and Sustainability (40 points)

- Detailed description of proposed project and rationale (must fit within the scope of the award goals). Please describe the specific type of Tele-services you are planning to offer to children and families.
- Detailed development plan including the following:
 - Strategy for implementation
 - Detailed and attainable goals and objectives
 - Realistic activity and task timelines including targeted launch date
 - Partner agency support for proposed project
 - Local community support for the proposed project
 - Measurement for success
 - Sustainability for proposed project including program and finance

Organizational Capacity/Leadership (10 points)

- Governance structure sufficient to ensure adequate oversight and continuance of (5 points)
- Leadership structure including staff expertise related to project; if using consultant(s) identify qualifications. (5 points)

Budget (20 points)

- Budget that clearly matches the goals and objectives of the proposed project (10 points)
- Budget Narrative with a level of detail that provides support and calculations for all proposed project expenditures (5 points)
- Budget timeline in alignment with the activity and task timeline proposed in the development plan (5)

EQUIPMENT SUPPORT

(Total funds available- \$780,000)

- **Eligibility-** NCA Accredited Children's Advocacy Centers, NCA Associate/Developing Children's Advocacy Centers, NCA Affiliate Children's Advocacy Centers, NCA Satellite Child Advocacy Centers, Non-Member Multidisciplinary Teams (multidisciplinary teams in areas in which there are no existing CACs), Tribal Multidisciplinary Teams.
- **Maximum Award Amount-** \$20,000 (You may request less than the maximum award.)
- **Goal: To support the work of the CACs by purchasing the necessary equipment*:**
 - Medical
 - Forensic Interviewing

*For detailed list of eligible types of equipment please review FAQ file published at: <https://www.nationalchildrensalliance.org/how-to-apply-for-nca-grants/>

Evaluation Criteria:

Needs Statement (50 points)

- Please describe your current CAC response, why you need this equipment and what it will be used for (25 points)
- Describe the impact that this project would have on improving the medical care/forensic interviewing to the children you serve and the anticipated caseload. (25 points)

Budget (50 points)

- Cost comparison and rationale for any proposed equipment purchases in excess of \$10,000. Please include the most cost effective selection in the application budget request. (20 points)
- Budget Narrative with a level of detail that provides support and calculations for the proposed equipment expenditures. (20 points)
- Budget timeline (10 points)

TRIBAL EXPANSION OF CHILDREN'S ADVOCACY CENTER SERVICES

(Total funds available - \$25,000)

- **Eligibility-** Federally recognized tribes; Children's Advocacy Centers, Multidisciplinary Teams (MDT) serving tribal communities. *NOTE: This category is open only for current grantees with an active Tribal Expansion grant.*
- **Maximum Award-** \$25,000 for Year 2 funding for the current 2020 grantee.
- **Goal:** To support the expansion of CAC services among tribal communities through:

Continuing applicants must focus on one or more of the following three goals:

- Training for MDT members to improve the investigation, prosecution, and treatment of these cases.
- Implementation of case tracking processes to ensure cases do not fall through the cracks.
- Improvements in medical, evidence-based mental health treatment, and/or victim advocacy.

The goals have been set based on continuation support outlined in the original proposal, however if Tribal communities needs have changed, site-specific improvements can be proposed in consultation with NCA. Important considerations in decisions regarding supplemental second year funding include among other factors, assessment of the quality and effectiveness of the training and technical assistance and the quality of the management of the award (for example, timeliness and quality of progress reports), and assessment of the progress of the work funded under the award.

Evaluation Criteria:

Needs Statement (30 points)

- Please describe the current CAC response in the tribal community and the services provided to Native American children and families and the need to develop/expand the said response. (20 points)
- Describe the impact that this project would have on improving the provision of services in the tribal community. (10 points)

Program Development and Sustainability (40 points)

- Detailed description of proposed project and rationale (must fit within the scope of the award goals)
- Detailed development plan including the following:
 - Strategy for implementation

- Detailed and attainable goals and objectives
- Realistic activity and task timelines
- Partner agency support for proposed expansion or development
- Local tribal community support for the proposed project
- Measurement for success
- Sustainability for proposed project including program and finance

Organizational Capacity/Leadership (10 points)

- Governance structure sufficient to ensure adequate oversight and continuance of project (5 points)
- Leadership structure including staff expertise related to project; if using consultant(s) identify qualifications. (5 points)

Budget (20 points)

- Budget that clearly matches the goals and objectives of the proposed project (10 points)
- Budget Narrative with a level of detail that provides support and calculations for all proposed project expenditures (5 points)
- Budget timeline in alignment with the activity and task timeline proposed in the development plan (5)

PROVISION OF CORE DIRECT CAC SERVICES

(Total funds available- \$1,700,000)

- **Eligibility-** NCA Accredited Children's Advocacy Centers, NCA Associate/Developing Children's Advocacy Centers, NCA Affiliate Children's Advocacy Centers, NCA Satellite Child Advocacy Centers, Non-Member Multidisciplinary Teams (multidisciplinary teams in areas in which there are no existing CACs).
- **Maximum Award Amount-** \$50,000 (You may request less than the maximum award.)
- **Goal:** To support and maintain direct core CAC services:
 - Victim Advocacy
 - Forensic Interviewing
 - Mental Health
 - Medical services

Evaluation Criteria:

Needs Statement (30 points)

- Please describe the current CAC response in your community and the need to develop/expand the said response. (20 points)
- Describe the impact that this project would have on improving the provision of services in your community. (10 points)

Program Development and Sustainability (40 points)

- Detailed description of proposed project and rationale (must fit within the scope of the award goals)
- Detailed development plan including the following:
 - Strategy for implementation
 - Detailed and attainable goals and objectives
 - Realistic activity and task timelines
 - Partner agency support for proposed expansion or development

- Local community support for the proposed project
- Measurement for success
- Sustainability for proposed project including program and finance

Organizational Capacity/Leadership (10 points)

- Governance structure sufficient to ensure adequate oversight and continuance of project (5 points)
- Leadership structure including staff expertise related to project; if using consultant(s) identify qualifications. (5 points)

Budget (20 points)

- Budget that clearly matches the goals and objectives of the proposed project (10 points)
- Budget Narrative with a level of detail that provides support and calculations for all proposed project expenditures (5 points)
- Budget timeline in alignment with the activity and task timeline proposed in the development plan (5)

CHILDREN'S ADVOCACY CENTER RESPONSE FOR THE STATES WITHOUT AN ACCREDITED NCA CHAPTER, US DISTRICT OF COLUMBIA AND US TERRITORIES - GUAM, PUERTO RICO, AMERICAN SAMOA, AND NORTHERN MARIANA ISLANDS

(Total funds available - \$10,000)

- **Eligibility-** NCA Accredited Children's Advocacy Centers, NCA Associate/Developing Children's Advocacy Centers, NCA Affiliate Children's Advocacy Centers, NCA Satellites and MDTs in US States, US territories and District of Columbia where there are no NCA Chapters.
- **Maximum Award-** \$10,000 (You may request less than the maximum award.)
- **Goals:**
 - To improve the quality of the CAC or MDT response.
 - To support the provision of services in geographical areas without an Accredited NCA Chapter.
 - To increase access to the services of an NCA Accredited Children's Advocacy Center.

In order to receive approval, you must reference and plan to report on one of the following National Standards for Accreditation for Children's Advocacy Centers: Mental Health, Medical Evaluation, Forensic Interviewing, Victim Support and Advocacy.

Evaluation Criteria:

Needs Statement (30 points)

- Please describe the current CAC response in your community and the need to develop/expand the said response. Reference the accreditation standard that is the focus of your application. (20 points)
- Describe the impact that this project would have on improving the provision of services in your community. (10 points)

Program Development and Sustainability (40 points)

- Detailed description of proposed project and rationale (must fit within the scope of the award goals)
- Detailed development plan including the following:
 - Strategy for implementation
 - Detailed and attainable goals and objectives
 - Realistic activity and task timelines

- Partner agency support for proposed expansion or development
- Local community support for the proposed project
- Measurement for success
- Sustainability for proposed project including program and finance

Organizational Capacity/Leadership (10 points)

- Governance structure sufficient to ensure adequate oversight and continuance of project (5 points)
- Leadership structure including staff expertise related to project; if using consultant(s) identify qualifications. (5 points)

Budget (20 points)

- Budget that clearly matches the goals and objectives of the proposed project (10 points)
- Budget Narrative with a level of detail that provides support and calculations for all proposed project expenditures (5 points)
- Budget timeline in alignment with the activity and task timeline proposed in the development plan (5)

CHAPTER AWARDS

Chapter applicants must work directly with the Accredited Children's Advocacy Centers in their state to assess statewide needs for trainings and projects. After receiving the support of their CACs for the chosen state wide projects, Chapters will apply to directly administer the funds necessary to carry out these initiatives to maximize resources and efficiency through the proposed coordinated state-wide projects, programs and trainings. Additionally, the paperwork burden of federal subawards is substantial, especially for small and rural subgrantees. Deriving the same benefits across CACs within the state can be accomplished more efficiently through collaborative projects, trainings, and programs while at the same time reducing the paperwork burden on individual CACs. In general, only those Accredited CACs for whom failure to receive a direct hardship-based subaward would result in undue hardship may be granted such subawards.

Those chapter awardees who are requesting to provide hardship subaward funding to individual Children's Advocacy Centers will be required to utilize NCA-provided definition of hardship, customizable template for subawardee RFP, application, agreement and other subawardee documents. The chapter will be required to increase the technical assistance and training with the CACs in the hardship cohort and work with them to develop a sustainability plan for relief of the financial stress. A technical assistance plan will be required to be submitted together with each hardship application. The application process will be open for those CACs that are having an active subaward for the current grant cycle. All the applicable subawardee documentation will be reviewed as part of the hardship subawardee RFP process that will occur after the chapter awards are made.

CAC FUNDING FOR STATEWIDE PROJECTS COORDINATED BY STATE CHAPTERS

(Total Funds Available- \$5,040,000)

Eligibility: NCA-recognized State Chapters

Maximum Award- Based on the share of accredited centers on a national level (see the funding matrix <https://www.nationalchildrensalliance.org/how-to-apply-for-nca-grants/>)

Goal: To ensure a high quality of CAC service provision through evidence-based practices that meet the National Standards for Accreditation. The area of focus is to maximize resources and efficiency through the proposed coordinated state-wide projects, programs and trainings. The applicant needs to demonstrate the added value of the coordinated approach in improving consistency and effectiveness through the use of statewide cohorts, consultation groups, and peer review.

Eligible uses of the funding include the delivery of customized technical assistance and the development and implementation of state-wide projects, programs and training to CACs to ensure consistent quality and adherence to the National Standards for Accreditation.

Eligible uses of the funding include any of the following:

- Medical Evaluation training or peer review
- Victim Advocacy
- Forensic Interviewing
- Tele-Mental Health, and Telemedicine
- Evidence-based Mental Health treatment models (TF-CBT, CFTSI, AF-CBT, PCIT, CSBP-CBT, CPP and Advanced TF-CBT)
- Family Engagement - training clinicians and victim advocates in Motivational Interviewing, an evidence-based practice that facilitates engaging children and caregivers in mental health treatment.

- Adoption of Mental health assessments to inform the need for mental health services, a treatment plan and measures of improvement in symptoms:
 - TSCC
 - TSCC-SF
 - TSCYC
 - TSCYC-SF
 - CSBI
 - Eyberg Child Behavior Inventory
- Vicarious Trauma and Resiliency
- Legal liability for CACs/MDTs
- School evidence-based educational programs
- Data Development and Analysis for consistent quality and adherence to NCA standards:
 - Case tracking system enhancement or expansion
 - Data analysis of the Outcome Measurement System – Expand, enhance or customize to states’ needs, e.g., gap analysis and assessment for statewide CAC development and improvement and identifying targeted TTA needs.
- Statewide peer review for forensic interviewers to ensure competency.
- Statewide expert consultation for medical service providers to ensure accurate diagnosis.
- Statewide case consultation and/or clinical supervision for mental health service provision to ensure high quality care.
- Peer support and mentoring programs for CACs.
- Outreach and program development or expansion to rural and remote areas of the state.

An extensive project list with additional information for available trainings is provided at <https://www.nationalchildrensalliance.org/how-to-apply-for-nca-grants/>

The chapter may provide subawards for those CACs that are currently having an active hardship subaward and for whom it would be a hardship not to receive one, and for whom this would not create a supplanting issue with their VOCA funds. The submitted requests need to meet the requirements in the Hardship definition <https://www.nationalchildrensalliance.org/how-to-apply-for-nca-grants/>

Evaluation Criteria:

Needs Statement (30 points)

- Please describe the current CAC response in your state and the need to develop/expand the said response. (20 points)
- Describe the impact that your planned statewide projects would have on improving the provision of services in your community. (10 points)

Program Development and Sustainability (40 points)

- Detailed description of proposed project and rationale clearly demonstrating the added value of the coordinated approach for maximizing resources and efficiency (must fit within the scope of the award goals)
- Detailed development plan including the following:
 - Strategy for implementation
 - Detailed and attainable goals and objectives
 - Realistic activity and task timelines
 - Partner agency support for proposed expansion or development

- Local community support for the proposed project
- Measurement for success
- Sustainability for proposed project including (if applicable) hardship subawards

Organizational Capacity/Leadership (10 points)

- Governance structure sufficient to ensure adequate oversight and continuance of project (5 points)
- Leadership structure including staff expertise related to project; if using consultant(s) identify qualifications. (5 points)

Budget (20 points)

- Budget that clearly matches the goals and objectives of the proposed project (10 points)
- Budget Narrative with a level of detail that provides support and calculations for all proposed project expenditures (5 points)
- Budget timeline in alignment with the activity and task timeline proposed in the development plan (5)

Those Chapters that propose to issue hardship subawards MUST include their proposed funding formula and technical assistance plan.

STATE CHAPTER ORGANIZATIONAL CAPACITY

(Total Funds Available: \$3,750,000)

- **Eligibility** - NCA recognized State Chapters
- **Maximum Award**- \$75,000
- **Goal:** To develop/maintain chapters' organizational and programmatic capacity to ensure:
 - Representation of the collaborative effort of the state CACs and facilitate the consistency in the systems of care
 - High quality technical assistance and accreditation support for the state CACs
 - Provision of support services to emerging and existing Children's Advocacy Centers (CACs) and multidisciplinary teams (MDTs)
 - Assistance with the development, continuation, and enhancement of the CAC model throughout the state

Evaluation Criteria:

Needs Statement (30 points)

- Please describe the current technical assistance that your chapter is able to provide to the CACs in your state and the need to support/expand the said assistance. (20 points)
- Describe the impact that this grant project will have on developing the coordinated response to child abuse in your state and ultimately improve the provision of services among your CACs. (10 points)

Program Development and Sustainability (40 points)

- Detailed description of proposed project and rationale (must fit within the scope of the award goal)
- Detailed development plan including the following:
 - Strategy for implementation
 - Detailed and attainable goals and objectives
 - Realistic activity and task timelines
 - CAC support for proposed expansion or development

- Local community and partner support for the proposed project
- Measurement for success
- Sustainability for proposed project

Organizational Capacity/Leadership (10 points)

- Governance structure sufficient to ensure adequate oversight and continuance of project (5 points)
- Leadership structure including staff expertise related to project; if using consultant(s) identify qualifications. (5 points)

Budget (20 points)

- Budget that clearly matches the goals and objectives of the proposed project (10 points)
- Budget Narrative with a level of detail that provides support and calculations for all proposed project expenditures (5 points)
- Budget timeline in alignment with the activity and task timeline proposed in the development plan (5)

FREQUENTLY ASKED QUESTIONS

1. **Can award applications be sent by mail, fax, or email?** No, all award applications must be submitted via the online system. No hard copies of the award application will be accepted.
2. **If I am applying online do I still need to send a copy of my application to NCA?** No, you will only need to submit your application online. All necessary copies will be made by NCA.
3. **Can I apply for more than one award on the electronic system?** Yes, you may apply for multiple awards via the online system.
4. **Can we submit additional information not requested by the RFP?** No, only submit applications and attachments that are described in the RFP. Additional information that is sent will not be considered with the application. Do not include reporting forms from another award, application for membership, or any other correspondence with your application.
5. **Can I apply for more than one award within the same award type?** No, each CAC may only apply for one award within each award type, regardless of whether it is an individual or collaborative application.
6. **How can I find out if my application has been received by NCA?** Once you have successfully completed the submission process, you will receive an e-mail confirmation indicating that the application has been received by NCA.
7. **What if I miss the deadline?** Please note that late applications will not be accepted under any circumstances.

Attachments

ATTACHMENT I

TIPS FOR WRITING CLEAR GOALS, OBJECTIVES, AND PERFORMANCE MEASURES

GOALS

- Expected outcomes that provide a program direction.
- Represent the first level of specificity in the strategic planning and performance measurement context.
- Answer the question “How do you know you are there?”
- Types:
 - Broad and Visionary: Ambitious in nature but realistic and clearly communicate the program/solicitation aims with active verbs.
 - Long-term: May extend beyond the program/solicitation timeframe.
 - Resource-independent: Not limited by the program/solicitation funding because represent a broader desired end state to which the program/solicitation contributes.
 - Strategically-aligned: Align with and advance existing program strategies and demonstrate a clear linkage with the program and OJJDP goals.
 - Results-oriented: Include the intended results—in general terms—of the program/solicitation and are realistic but challenging.
 - Targeted: If applicable, specify the target population (e.g., individuals, communities, state entity, community-based organization) of the program/solicitation.
- Goals should be SMART:
 - **Specific** – the desired outcome or results are clearly defined.
 - **Measurable** – progress toward the completion of the objective can be measured.
 - **Achievable** – the objective is challenging yet realistic given the resources available.
 - **Relevant**- the objective is aligned with the solicitation goals and allowable use of funds.
 - **Time-Bound** - the objective can be completed within the grant period.

Example of a Goal:

To decrease the amount of time a child who has allegedly been sexually abused must wait to receive a child-friendly forensic exam by a qualified professional.

OBJECTIVE

- Objectives should contain the following elements:
 - Time frame,
 - Target of the change,
 - Results to be achieved, and
 - Specific tasks and the person responsible for performing the task.
- Outcomes can be:
 - Short-term - benefits and/or effects program participants experience while enrolled in the program or within 0–6 months post-completion/program exit); or
 - Long-term - benefits and/or effects participants experience that occur within 6–12 months following program completion/exit.

Example of an Objective:

To provide on-site forensic medical exams to 90% of alleged child victims of sexual abuse in Cumberland County as designated by the agency’s signed protocol.

PERFORMANCE MEASURES

- Performance measures should be concrete and state how the success of an objective will be quantified.
- Performance measures should include a timeframe for measuring success.
- Should document:
 - Resources devoted to award
 - Activities conducted
 - Population served
 - Services provided
 - Partnerships established
 - Outcomes achieved
 - Targeted behavior change
 - Grantee success and challenges
- Employ a logic model
 - What inputs and activities will be used to produce which outputs?
 - What will be the Outcomes and Impacts result from the program?
 - How should they be measured?

	Description	Example
INPUT	Program resources.	<ul style="list-style-type: none">• Grant funding• Human resources• Employee
ACTIVITIES	Actions taken through which inputs are mobilized to produce specific outputs.	<ul style="list-style-type: none">• Conduct workshops• Provide services• Develop partnerships
OUTPUT	A countable product or service your program provides or produces. The volume of work your program accomplishes.	<ul style="list-style-type: none">• Number of youth served• Number of trainings conducted• Number of technical assistance requests completed
OUTCOME	A change in knowledge, attitude, skill, and/or behavior that occurs within an individual, family, agency, system, or community.	<ul style="list-style-type: none">• Family relationships• Job skills• Community involvement• School attendance• Gang resistance/involvement
IMPACT	Actual or intended changes in human development as measured by people's well-being; improvements in people's lives.	<ul style="list-style-type: none">• Social• Economic• Environmental

Examples of Performance Measures:

1. The CAC director will hire a pediatric SANE nurse by January 15, 2021 to conduct on-site medical exams.
2. Forensic medical evaluations will be provided at the Cumberland County CAC to at least 60 alleged child victims of sexual abuse during the time period of January 2021-December 2021 as measured by statistics kept by the center's case tracking software.
3. During this grant year, 100% of the cases as defined by agency's signed protocol will be referred for a medical evaluation.

Resources:

Kettner, P.M., Moroney, R.M. & Martin, L.L. (1999) Designing and Managing Programs: An Effectiveness-Based Approach. Thousand Oaks: Sage Publications.

***OJJDP Understanding Performance Measures* <https://www.ojjdp.gov/grantees/pm/understanding.html>**

ATTACHMENT II

<i>Grant Type</i>	<i>Letters of Support</i>	<i>Letters of Support Accepted From</i>
Program Improvement in Mental Health	Required	Partner agencies within the MDT/CAC.
Program Development for Communities	Required	Partner agencies within Satellite service area. AND Chapter support letter for the development of the Satellite center and opening new CACs
Development and Improvement of Tele-services	Required	Partner agencies within the MDT/CAC.
Equipment Support	Not Required	No support letter required
Tribal Expansion of CAC Services	Required	Partner agencies within the Tribal Communities AND Chapter support letter for the expansion of services among the Tribal Communities
Provision of Core Direct CAC Services	Required	Partner agencies within the MDT/CAC.
CAC Response for DC and US Territories	Required	Partner agencies within the MDT/CAC.
CAC Funding For Statewide Projects Coordinated By Chapters	Required	Chapter Board of Directors (if non-profit) or Oversight Committee (if governmental entity). AND NCA Accredited Children's Advocacy Centers within their state, demonstrating the support of the NCA members for the submitted application (This can be collated into one letter with multiple signatures).
State Chapter Organizational Capacity	Required	Chapter Board of Directors (if non-profit) or Oversight Committee (if governmental entity).

ATTACHMENT III

NATIONAL CHILDREN'S ALLIANCE PROVIDES FUNDING THROUGH A COOPERATIVE AGREEMENT WITH THE UNITED STATES DEPARTMENT OF JUSTICE, OFFICE OF JUVENILE JUSTICE AND DELINQUENCY PREVENTION.

Allowable Costs

Allowable costs are those costs consistent with the principles set out in the Uniform Guidance 2 C.F.R. § 200, Subpart E, and those permitted by the grant program's authorizing legislation. To be allowable under Federal awards, costs must be reasonable, allocable, and necessary to the project, and they must also comply with the funding statute and NCA requirements.

Use the following list of Allowable and Unallowable costs as a guideline. It does not mention every item(s) that is allowed for purchase with NCA funds. All costs must be incurred during the grant year. Please direct questions about specific items to the Grants Management Department at 1-800-239-9950. For additional guidance and information always consult the DOJ Financial Guide at [2017 DOJ Financial Guide](#)

Travel

- Airfare, railway fare, bus fare
 - Most economical fare (coach class)
- Shuttle service and taxicab fares
 - To/from/between airports and hotels and conference centers ONLY
- Tolls
- Parking fees

Lodging

- Up to the maximum federal nightly lodging rate for the city + applicable taxes
 - Available at www.gsa.gov
- Per diem rate (for lodging) x (number of people) x (number of days)

Training

- Registration fees
- Rental of conference rooms or meeting space
- Equipment rental

Mileage

- Auto travel to meetings, trainings, and work-related events for staff and consultants
- Up to the maximum federal mileage rate
 - Available at www.gsa.gov
- Gas reimbursement only if mileage reimbursement is not requested

Consultant

Defined as anyone not on agency's payroll and receiving compensation for work.

- Up to the maximum daily consultant rate: \$650/day based on an 8 hour day, if a consultant works less than 8 hours follow the rate of \$81.25 a hour
- Trainers
- Speakers
- Professional services
- Computer technicians
- Therapists
- Interviewers
- Nurses
- Any individual conducting contract work on the CACs behalf (medical exams, therapy, accountants, etc.)

Compensation for individual consultant services is to be reasonable and consistent with that paid for similar services in the marketplace. The prep time allocated for the provision of these services may be included in an 8 hour workday, however, the correlation with the time spent on conducting the actual project must be reasonable and justifiable.

Personnel

- Salaries
- Fringe benefits

Supplies

- General office supplies
- Printing materials and supplies
- Software or other technology tools that are below \$5,000

Equipment

- Interviewing equipment
- Medical equipment
- Software above \$5,000

Other

- Audit costs for entities that expend \$750,000 or more during their fiscal year in federal awards must be prorated and charged to the grant based on the ratio of all Federal grants being audited
- Postage
- Publications and periodicals (i.e. medical journals, advocacy related, managerial)
- Publicity (i.e. brochures, ads, signs)
- Recording, transcription, or translation services
- Membership fees for professional organizations
- NCAtrak and other case tracking software
- Insurance
- Rent/lease of space for agency
- Electric, gas, water

- Telephone, Internet, teleconferencing
- Maintenance and grounds keeping services

Unallowable Costs

Under federal awards there are costs that are categorized as unallowable that will not be reimbursed. Awardees must not use award or match funding for unallowable costs. Also within the category of unallowable costs are any costs considered inappropriate by NCA as a pass-through entity.

Standard unallowable costs are identified in 2 C.F.R. § 200, Subpart E - Cost Principles and 2 C.F.R. § 200.31 (Disallowed Costs). (For-profit entities and hospitals follow different cost principles – see FAR 31.2, and 2 C.F.R. Part 200b Appendix. IX, respectively). The general list below contains some items of unallowable costs that may be of particular relevance to the NCA grants, however, it is not a comprehensive list of all costs that may be considered unallowable or non-relevant under the specific grant type awarded.

Please direct questions about specific items to the Grants Management Department at 1-800-239-9950. For additional guidance and information always consult the DOJ Financial Guide at <http://www.ojp.usdoj.gov/financialguide/>

- Any expenditure that is not directly related to the Children’s Advocacy Center and the mission of the CAC is unallowable.
- Any activity or payment related to lobbying or fundraising (to finance related or complementary project activities) is unallowable.
- Any expenditure not directly related to the NCA-approved goals and objectives of the project.
- Any costs that are incurred either before the start of the project period or after the expiration of the project period.

Travel

- Recreational trips during a conference (from training center to mall or restaurant)
- Cancellation fees or ticket change fees
- Rental Cars (Unless the agency has clearly demonstrated that this is the least expensive means of transportation for group travel)
- Meals & Incidentals- no grant funds may be used to purchase or reimburse meals or food. There will be no exceptions during the grant period.

Lodging

- Telephone, Internet charges, laundry, movie costs, or mini bar charges incurred at the hotel
- Lodging costs that exceed the federal per diem rate as published on www.gsa.gov for the dates and destinations of travel cannot be charged to these grant funds. They are unallowable costs.

Training

- Entertainment
- Sporting events
- Passport charges or visa fees
- Cancellation fees
- Attrition fees

Personnel

- Dual compensation of salaried employees
- Stipends for attending training
- Bonuses
- Health insurance reimbursement unless purchased through the CAC
- Salary for employees or consultants for time spent lobbying or fundraising

Rent/Utilities

- Late fees
- Rent or utilities paid to any individual that is a staff person (or immediate family member) of the Children's Advocacy Center or fiscal agent for the grant award

Other

- Audits for entities that expend less than \$750,000 during their fiscal year in federal awards are unallowable costs
- Land acquisition
- Corporate formation fees
- Non-profit incorporation fees
- Credit card fees
- Fines and penalties
- Tips/gratuities
- NCA annual Membership fees
- NCA Accreditation and Re-Accreditation fees
- Under chapter subawards – Chapter membership fees
- Membership fees in any country club or social or dining club or organization
- Membership in organizations whose primary purpose is lobbying
- New construction
- Routine renovations
- Remodeling
- Mortgages
- Capital campaigns
- Vehicle purchases
- Bar charges/alcohol beverages
- Furniture of any kind and soft furnishings of any kind
- Artwork (i.e. paintings, murals, frames, sketches, sculptures)
- Giveaways of any kind- examples:
 - Toys (therapeutic toys used during therapy or interviews are allowable)
 - Clothing items
 - Food and beverages (even for children who come for an interview)
 - Promotional materials to be given out as part of outreach (pens, mugs, toys, etc.)

ATTACHMENT IV

Department of Justice Special Conditions on National Children's Alliance Award

Award # 2018-CI-FX-K003

SPECIAL CONDITIONS

1. Requirements of the award; remedies for non-compliance or for materially false statements

The conditions of this award are material requirements of the award. Compliance with any assurances or certifications submitted by or on behalf of the recipient that relate to conduct during the period of performance also is a material requirement of this award.

Limited Exceptions. In certain special circumstances, the U.S. Department of Justice ("DOJ") may determine that it will not enforce, or enforce only in part, one or more requirements otherwise applicable to the award. Any such exceptions regarding enforcement, including any such exceptions made during the period of performance, are (or will be during the period of performance) set out through the Office of Justice Programs ("OJP") webpage entitled "Legal Notices: Special circumstances as to particular award conditions" (ojp.gov/funding/Explore/LegalNotices-AwardReqs.htm), and incorporated by reference into the award.

By signing and accepting this award on behalf of the recipient, the authorized recipient official accepts all material requirements of the award, and specifically adopts, as if personally executed by the authorized recipient official, all assurances or certifications submitted by or on behalf of the recipient that relate to conduct during the period of performance.

Failure to comply with one or more award requirements -- whether a condition set out in full below, a condition incorporated by reference below, or an assurance or certification related to conduct during the award period -- may result in OJP taking appropriate action with respect to the recipient and the award. Among other things, the OJP may withhold award funds, disallow costs, or suspend or terminate the award. DOJ, including OJP, also may take other legal action as appropriate.

Any materially false, fictitious, or fraudulent statement to the federal government related to this award (or concealment or omission of a material fact) may be the subject of criminal prosecution (including under 18 U.S.C. 1001 and/or 1621, and/or 34 U.S.C. 10271-10273), and also may lead to imposition of civil penalties and administrative remedies for false claims or otherwise (including under 31 U.S.C. 3729-3730 and 3801-3812).

Should any provision of a requirement of this award be held to be invalid or unenforceable by its terms, that provision shall first be applied with a limited construction so as to give it the maximum effect permitted by law. Should it be held, instead, that the provision is utterly invalid or -unenforceable, such provision shall be deemed severable from this award.

2. Applicability of Part 200 Uniform Requirements

The Uniform Administrative Requirements, Cost Principles, and Audit Requirements in 2 C.F.R. Part 200, as adopted and supplemented by DOJ in 2 C.F.R. Part 2800 (together, the "Part 200 Uniform Requirements") apply to this FY 2020 award from OJP.

The Part 200 Uniform Requirements were first adopted by DOJ on December 26, 2014. If this FY 2020 award supplements funds previously awarded by OJP under the same award number (e.g., funds awarded during or before December 2014), the Part 200 Uniform Requirements apply with respect to all funds under that award number (regardless of the award date, and regardless of whether derived from the initial award or a supplemental award) that are obligated on or after the acceptance date of this FY 2020 award.

For more information and resources on the Part 200 Uniform Requirements as they relate to OJP awards and subawards ("subgrants"), see the OJP website at <https://ojp.gov/funding/Part200UniformRequirements.htm>.

Record retention and access: Records pertinent to the award that the recipient (and any subrecipient ("subgrantee") at any tier) must retain -- typically for a period of 3 years from the date of submission of the final expenditure report (SF 425), unless a different retention period applies -- and to which the recipient (and any subrecipient ("subgrantee") at any tier) must provide access, include performance measurement information, in addition to the financial records, supporting documents, statistical records, and other pertinent records indicated at 2 C.F.R. 200.333.

In the event that an award-related question arises from documents or other materials prepared or distributed by OJP that may appear to conflict with, or differ in some way from, the provisions of the Part 200 Uniform Requirements, the recipient is to contact OJP promptly for clarification.

3. Compliance with DOJ Grants Financial Guide

References to the DOJ Grants Financial Guide are to the DOJ Grants Financial Guide as posted on the OJP website (currently, the "DOJ Grants Financial Guide" available at <https://ojp.gov/financialguide/DOJ/index.htm>), including any updated version that may be posted during the period of performance. The recipient agrees to comply with the DOJ Grants Financial Guide.

4. Reclassification of various statutory provisions to a new Title 34 of the United States Code

On September 1, 2017, various statutory provisions previously codified elsewhere in the U.S. Code were editorially reclassified (that is, moved and renumbered) to a new Title 34, entitled "Crime Control and Law Enforcement." The reclassification encompassed a number of statutory provisions pertinent to OJP awards (that is, OJP grants and cooperative agreements), including many provisions previously codified in Title 42 of the U.S. Code.

Effective as of September 1, 2017, any reference in this award document to a statutory provision that has been reclassified to the new Title 34 of the U.S. Code is to be read as a reference to that statutory provision as reclassified to Title 34. This rule of construction specifically includes references set out in award conditions, references set out in material incorporated by reference through award conditions, and references set out in other award requirements.

5. Required training for Point of Contact and all Financial Points of Contact

Both the Point of Contact (POC) and all Financial Points of Contact (FPOCs) for this award must have successfully completed an "OJP financial management and grant administration training" by 120 days after the date of the recipient's acceptance of the award. Successful completion of such a training on or after January 1, 2018, will satisfy this condition.

In the event that either the POC or an FPOC for this award changes during the period of performance, the new POC or FPOC must have successfully completed an "OJP financial management and grant administration training" by 120 calendar days after - (1) the date of OJP's approval of the "Change Grantee Contact" GAN (in the case of a new POC), or (2) the date the POC enters information on the new FPOC in GMS (in the case of a new FPOC). Successful completion of such a training on or after January 1, 2018, will satisfy this condition.

A list of OJP trainings that OJP will consider "OJP financial management and grant administration training" for purposes of this condition is available at <https://www.ojp.gov/training/fmts.htm>. All trainings that satisfy this condition include a session on grant fraud prevention and detection.

The recipient should anticipate that OJP will immediately withhold ("freeze") award funds if the recipient fails to comply with this condition. The recipient's failure to comply also may lead OJP to impose additional appropriate conditions on this award.

6. Requirements related to "de minimis" indirect cost rate

A recipient that is eligible under the Part 200 Uniform Requirements and other applicable law to use the "de minimis" indirect cost rate described in 2 C.F.R. 200.414(f), and that elects to use the "de minimis" indirect cost rate, must advise OJP in writing of both its eligibility and its election, and must comply with all associated requirements in the Part 200 Uniform Requirements. The "de minimis" rate may be applied only to modified total direct costs (MTDC) as defined by the Part 200 Uniform Requirements.

7. Requirement to report potentially duplicative funding

If the recipient currently has other active awards of federal funds, or if the recipient receives any other award of federal funds during the period of performance for this award, the recipient promptly must determine whether funds from any of those other federal awards have been, are being, or are to be used (in whole or in part) for one or more of the identical cost items for which funds are provided under this award. If so, the recipient must promptly notify the DOJ awarding agency (OJP or OVW, as appropriate) in writing of the potential duplication, and, if so requested by the DOJ awarding agency, must seek a budget-modification or change-of-project-scope grant adjustment notice (GAN) to eliminate any inappropriate duplication of funding.

8. Requirements related to System for Award Management and Universal Identifier Requirements

The recipient must comply with applicable requirements regarding the System for Award Management (SAM), currently accessible at <https://www.sam.gov/>. This includes applicable requirements regarding registration with SAM, as well as maintaining the currency of information in SAM.

The recipient also must comply with applicable restrictions on subawards ("subgrants") to first-tier subrecipients (first-tier "subgrantees"), including restrictions on subawards to entities that do not acquire and provide (to the recipient) the unique entity identifier required for SAM registration.

The details of the recipient's obligations related to SAM and to unique entity identifiers are posted on the OJP web site at <https://ojp.gov/funding/Explore/SAM.htm> (Award condition: System for Award Management (SAM) and Universal Identifier Requirements), and are incorporated by reference here.

This condition does not apply to an award to an individual who received the award as a natural person (i.e., unrelated to any business or non-profit organization that he or she may own or operate in his or her name).

9. Employment eligibility verification for hiring under the award

1. The recipient (and any subrecipient at any tier) must-

A. Ensure that, as part of the hiring process for any position within the United States that is or will be funded (in whole or in part) with award funds, the recipient (or any subrecipient) properly verifies the employment eligibility of the individual who is being hired, consistent with the provisions of 8 U.S.C. 1324a(a)(1) and (2).

B. Notify all persons associated with the recipient (or any subrecipient) who are or will be involved in activities under this award of both--

(1) this award requirement for verification of employment eligibility, and

(2) the associated provisions in 8 U.S.C. 1324a(a)(1) and (2) that, generally speaking, make it unlawful, in the United States, to hire (or recruit for employment) certain aliens.

C. Provide training (to the extent necessary) to those persons required by this condition to be notified of the award requirement for employment eligibility verification and of the associated provisions of 8 U.S.C. 1324a(a)(1) and (2).

D. As part of the recordkeeping for the award (including pursuant to the Part 200 Uniform Requirements), maintain records of all employment eligibility verifications pertinent to compliance with this award condition in accordance with Form I-9 record retention requirements, as well as records of all pertinent notifications and trainings.

2. Monitoring

The recipient's monitoring responsibilities include monitoring of subrecipient compliance with this condition.

3. Allowable costs

To the extent that such costs are not reimbursed under any other federal program, award funds may be obligated for the reasonable, necessary, and allocable costs (if any) of actions designed to ensure compliance with this condition.

4. Rules of construction

A. Staff involved in the hiring process

For purposes of this condition, persons "who are or will be involved in activities under this award" specifically includes (without limitation) any and all recipient (or any subrecipient) officials or other staff who are or will be involved in the hiring process with respect to a position that is or will be funded (in whole or in part) with award funds.

B. Employment eligibility confirmation with E-Verify

For purposes of satisfying the requirement of this condition regarding verification of employment eligibility, the recipient (or any subrecipient) may choose to participate in, and use, E-Verify (www.e-verify.gov), provided an appropriate person authorized to act on behalf of the recipient (or subrecipient) uses E-Verify (and follows the proper E-Verify procedures, including in the event of a "Tentative Nonconfirmation" or a "Final Nonconfirmation") to confirm employment eligibility for each hiring for a position in the United States that is or will be funded (in whole or in part) with award funds.

C. "United States" specifically includes the District of Columbia, Puerto Rico, Guam, the Virgin Islands of the United States, and the Commonwealth of the Northern Mariana Islands.

Nothing in this condition shall be understood to authorize or require any recipient, any subrecipient at any tier, or

any person or other entity, to violate any federal law, including any applicable civil rights or nondiscrimination law.

E. Nothing in this condition, including in paragraph 4.B., shall be understood to relieve any recipient, any subrecipient at any tier, or any person or other entity, of any obligation otherwise imposed by law, including 8 U.S.C. 1324a(a)(1) and (2).

Questions about E-Verify should be directed to DHS. For more information about E-Verify visit the E-Verify website (<https://www.e-verify.gov/>) or email E-Verify at E-Verify@dhs.gov. E-Verify employer agents can email E-Verify at E-VerifyEmployerAgent@dhs.gov.

Questions about the meaning or scope of this condition should be directed to OJP, before award acceptance.

10. Requirement to report actual or imminent breach of personally identifiable information (PII)

The recipient (and any "subrecipient" at any tier) must have written procedures in place to respond in the event of an actual or imminent "breach" (OMB M-17-12) if it (or a subrecipient) – (1) creates, collects, uses, processes, stores, maintains, disseminates, discloses, or disposes of "personally identifiable information (PII)" (2 CFR 200.79) within the scope of an OJP grant-funded program or activity, or (2) uses or operates a "Federal information system" (OMB Circular A-130). The recipient's breach procedures must include a requirement to report actual or imminent breach of PII to an OJP Program Manager no later than 24 hours after an occurrence of an actual breach, or the detection of an imminent breach.

11. All subawards ("subgrants") must have specific federal authorization

The recipient, and any subrecipient ("subgrantee") at any tier, must comply with all applicable requirements for authorization of any subaward. This condition applies to agreements that – for purposes of federal grants administrative requirements to – OJP considers a "subaward" (and therefore does not consider a procurement "contract").

The details of the requirement for authorization of any subaward are posted on the OJP web site at <https://ojp.gov/funding/Explore/SubawardAuthorization.htm> (Award condition: All subawards ("subgrants") must have specific federal authorization), and are incorporated by reference here.

12. Specific post-award approval required to use a noncompetitive approach in any procurement contract that would exceed \$250,000

The recipient, and any subrecipient ("subgrantee") at any tier, must comply with all applicable requirements to obtain specific advance approval to use a noncompetitive approach in any procurement contract that would exceed the Simplified Acquisition Threshold (currently, \$250,000). This condition applies to agreements that – for purposes of federal grants administrative requirements – OJP considers a procurement "contract" (and therefore does not consider a subaward).

The details of the requirement for advance approval to use a noncompetitive approach in a procurement contract under an OJP award are posted on the OJP web site at <https://ojp.gov/funding/Explore/NoncompetitiveProcurement.htm>. (Award condition: Specific post-award approval required to use a noncompetitive approach in a procurement contract (if contract would exceed \$250,000)), and are incorporated by reference here.

13. Unreasonable restrictions on competition under the award; association with federal government

SCOPE. This condition applies with respect to any procurement of property or services that is funded (in whole or in part) by this award, whether by the recipient or by any subrecipient at any tier, and regardless of the dollar amount of the purchase or acquisition, the method of procurement, or the nature of any legal

instrument used. The provisions of this condition must be among those included in any subaward (at any tier).

1. No discrimination, in procurement transactions, against associates of the federal government

Consistent with the (DOJ) Part 200 Uniform Requirements -- including as set out at 2 C.F.R. 200.300 (requiring awards to be "manage[d] and administer[ed] in a manner so as to ensure that Federal funding is expended and associated programs are implemented in full accordance with U.S. statutory and public policy requirements") and 200.319(a) (generally requiring "[a]ll procurement transactions [to] be conducted in a manner providing full and open competition" and forbidding practices "restrictive of competition," such as "[p]lacing unreasonable requirements on firms in order for them to qualify to do business" and taking "[a]ny arbitrary action in the procurement process") -- no recipient (or subrecipient, at any tier) may (in any procurement transaction) discriminate against any person or entity on the basis of such person or entity's status as an "associate of the federal government" (or on the basis of such person or entity's status as a parent, affiliate, or subsidiary of such an associate), except as expressly set out in 2 C.F.R. 200.319(a) or as specifically authorized by USDOJ.

2. Monitoring

The recipient's monitoring responsibilities include monitoring of subrecipient compliance with this condition.

3. Allowable costs

To the extent that such costs are not reimbursed under any other federal program, award funds may be obligated for the reasonable, necessary, and allocable costs (if any) of actions designed to ensure compliance with this condition.

4. Rules of construction

A. The term "associate of the federal government" means any person or entity engaged or employed (in the past or at present) by or on behalf of the federal government -- as an employee, contractor or subcontractor (at any tier), grant recipient or -subrecipient (at any tier), agent, or otherwise -- in undertaking any work, project, or activity for or on behalf of (or in providing goods or services to or on behalf of) the federal government, and includes any applicant for such employment or engagement, and any person or entity committed by legal instrument to undertake any such work, project, or activity (or to provide such goods or services) in future.

Nothing in this condition shall be understood to authorize or require any recipient, any subrecipient at any tier, or any person or other entity, to violate any federal law, including any applicable civil rights or nondiscrimination law.

14. Requirements pertaining to prohibited conduct related to trafficking in persons (including reporting requirements and OJP authority to terminate award)

The recipient, and any subrecipient ("subgrantee") at any tier, must comply with all applicable requirements (including requirements to report allegations) pertaining to prohibited conduct related to the trafficking of persons, whether on the part of recipients, subrecipients ("subgrantees"), or individuals defined (for purposes of this condition) as "employees" of the recipient or of any subrecipient.

The details of the recipient's obligations related to prohibited conduct related to trafficking in persons are posted on the OJP web site at <https://ojp.gov/funding/Explore/ProhibitedConduct-Trafficking.htm> (Award condition: Prohibited conduct by recipients and subrecipients related to trafficking in persons (including reporting requirements and OJP authority to terminate award)), and are incorporated by reference here.

15. Determination of suitability to interact with participating minors

SCOPE. This condition applies to this award if it is indicated -- in the application for the award (as

approved by DOJ)(or in the application for any subaward, at any tier), the DOJ funding announcement (solicitation), or an associated federal statute – that a purpose of some or all of the activities to be carried out under the award (whether by the recipient, or a subrecipient at any tier) is to benefit a set of individuals under 18 years of age.

The recipient, and any subrecipient at any tier, must make determinations of suitability before certain individuals may interact with participating minors. This requirement applies regardless of an individual's employment status.

The details of this requirement are posted on the OJP web site at <https://ojp.gov/funding/Explore/Interact-Minors.htm>. \ (Award condition: Determination of suitability required, in advance, for certain individuals who may interact with participating minors), and are incorporated by reference here.

16. Compliance with applicable rules regarding approval, planning, and reporting of conferences, meetings, trainings, and other events

The recipient, and any subrecipient ("subgrantee") at any tier, must comply with all applicable laws, regulations, policies, and official DOJ guidance (including specific cost limits, prior approval and reporting requirements, where applicable) governing the use of federal funds for expenses related to conferences (as that term is defined by DOJ), including the provision of food and/or beverages at such conferences, and costs of attendance at such conferences.

Information on the pertinent DOJ definition of conferences and the rules applicable to this award appears in the DOJ Grants Financial Guide (currently, as section 3.10 of "Postaward Requirements" in the "DOJ Grants Financial Guide").

17. Requirement for data on performance and effectiveness under the award

The recipient must collect and maintain data that measure the performance and effectiveness of work under this award. The data must be provided to OJP in the manner (including within the timeframes) specified by OJP in the program solicitation or other applicable written guidance. Data collection supports compliance with the Government Performance and Results Act (GPRA) and the GPRA Modernization Act of 2010, and other applicable laws.

18. OJP Training Guiding Principles

Any training or training materials that the recipient -- or any subrecipient ("subgrantee") at any tier -- develops or delivers with OJP award funds must adhere to the OJP Training Guiding Principles for Grantees and Subgrantees, available at <https://ojp.gov/funding/Implement/TrainingPrinciplesForGrantees-Subgrantees.htm>.

19. Effect of failure to address audit issues

The recipient understands and agrees that the DOJ awarding agency (OJP or OVW, as appropriate) may withhold award funds, or may impose other related requirements, if (as determined by the DOJ awarding agency) the recipient does not satisfactorily and promptly address outstanding issues from audits required by the Part 200 Uniform Requirements (or by the terms of this award), or other outstanding issues that arise in connection with audits, investigations, or reviews of DOJ awards.

20. Potential imposition of additional requirements

The recipient agrees to comply with any additional requirements that may be imposed by the DOJ awarding agency (OJP or OVW, as appropriate) during the period of performance for this award, if the recipient is designated as "high- risk" for purposes of the DOJ high-risk grantee list.

21. Compliance with DOJ regulations pertaining to civil rights and nondiscrimination - 28 C.F.R. Part 42

The recipient, and any subrecipient ("subgrantee") at any tier, must comply with all applicable requirements of 28 C.F.R. Part 42, specifically including any applicable requirements in Subpart E of 28 C.F.R. Part 42 that relate to an equal employment opportunity program.

22. Compliance with DOJ regulations pertaining to civil rights and nondiscrimination - 28 C.F.R. Part 54

The recipient, and any subrecipient ("subgrantee") at any tier, must comply with all applicable requirements of 28 C.F.R. Part 54, which relates to nondiscrimination on the basis of sex in certain "education programs."

23. Compliance with DOJ regulations pertaining to civil rights and nondiscrimination - 28 C.F.R. Part 38

The recipient, and any subrecipient ("subgrantee") at any tier, must comply with all applicable requirements of 28 C.F.R. Part 38 (as may be applicable from time to time), specifically including any applicable requirements regarding written notice to program beneficiaries and prospective program beneficiaries.

Currently, among other things, 28 C.F.R. Part 38 includes rules that prohibit specific forms of discrimination on the basis of religion, a religious belief, a refusal to hold a religious belief, or refusal to attend or participate in a religious practice. Part 38, currently, also sets out rules and requirements that pertain to recipient and subrecipient ("subgrantee") organizations that engage in or conduct explicitly religious activities, as well as rules and requirements that pertain to recipients and subrecipients that are faith-based or religious organizations.

The text of 28 C.F.R. Part 38 is available via the Electronic Code of Federal Regulations (currently accessible at <https://www.ecfr.gov/cgi-bin/ECFR?page=browse>), by browsing to Title 28-Judicial Administration, Chapter 1, Part 38, under e-CFR "current" data.

24. Restrictions on "lobbying"

In general, as a matter of federal law, federal funds awarded by OJP may not be used by the recipient, or any subrecipient ("subgrantee") at any tier, either directly or indirectly, to support or oppose the enactment, repeal, modification, or adoption of any law, regulation, or policy, at any level of government. See 18 U.S.C. 1913. (There may be exceptions if an applicable federal statute specifically authorizes certain activities that otherwise would be barred by law.)

Another federal law generally prohibits federal funds awarded by OJP from being used by the recipient, or any subrecipient at any tier, to pay any person to influence (or attempt to influence) a federal agency, a Member of Congress, or Congress (or an official or employee of any of them) with respect to the awarding of a federal grant or cooperative agreement, subgrant, contract, subcontract, or loan, or with respect to actions such as renewing, extending, or modifying any such award. See 31 U.S.C. 1352. Certain exceptions to this law apply, including an exception that applies to Indian tribes and tribal organizations.

Should any question arise as to whether a particular use of federal funds by a recipient (or subrecipient) would or might fall within the scope of these prohibitions, the recipient is to contact OJP for guidance, and may not proceed without the express prior written approval of OJP.

25. Compliance with general appropriations-law restrictions on the use of federal funds (FY 2020) The recipient, and any subrecipient ("subgrantee") at any tier, must comply with all applicable restrictions on the use of federal funds set out in federal appropriations statutes. Pertinent restrictions that may be set out in applicable appropriations acts are indicated at <https://ojp.gov/funding/Explore/FY20AppropriationsRestrictions.htm>, and are incorporated by reference here. Should a question arise as to whether a particular use of federal funds by a recipient (or a subrecipient) would or might fall within the scope of an appropriations-law restriction, the recipient is to contact OJP for guidance, and may not proceed without the express prior written approval of OJP.

26. Reporting potential fraud, waste, and abuse, and similar misconduct

The recipient, and any subrecipients ("subgrantees") at any tier, must promptly refer to the DOJ Office of the Inspector General (OIG) any credible evidence that a principal, employee, agent, subrecipient, contractor, subcontractor, or other person has, in connection with funds under this award-- (1) submitted a claim that violates the False Claims Act; or (2) committed a criminal or civil violation of laws pertaining to fraud, conflict of interest, bribery, gratuity, or similar misconduct.

Potential fraud, waste, abuse, or misconduct involving or relating to funds under this award should be reported to the OIG by--(1) online submission accessible via the OIG webpage at <https://oig.justice.gov/hotline/contact-grants.htm> (select "Submit Report Online"); (2) mail directed to: U.S. Department of Justice, Office of the Inspector General, Investigations Division, ATTN: Grantee Reporting, 950 Pennsylvania Ave., NW, Washington, DC 20530; and/or (3) by facsimile directed to the DOJ OIG Investigations Division (Attn: Grantee Reporting) at (202) 616-9881 (fax).

Additional information is available from the DOJ OIG website at <https://oig.justice.gov/hotline>.

27. Restrictions and certifications regarding non-disclosure agreements and related matters

No recipient or subrecipient ("subgrantee") under this award, or entity that receives a procurement contract or subcontract with any funds under this award, may require any employee or contractor to sign an internal confidentiality agreement or statement that prohibits or otherwise restricts, or purports to prohibit or restrict, the reporting (in accordance with law) of waste, fraud, or abuse to an investigative or law enforcement representative of a federal department or agency authorized to receive such information.

The foregoing is not intended, and shall not be understood by the agency making this award, to contravene requirements applicable to Standard Form 312 (which relates to classified information), Form 4414 (which relates to sensitive compartmented information), or any other form issued by a federal department or agency governing the nondisclosure of classified information.

1. In accepting this award, the recipient –

a. represents that it neither requires nor has required internal confidentiality agreements or statements from employees or contractors that currently prohibit or otherwise currently restrict (or purport to prohibit or restrict) employees or contractors from reporting waste, fraud, or abuse as described above; and

b. certifies that, if it learns or is notified that it is or has been requiring its employees or contractors to execute agreements or statements that prohibit or otherwise restrict (or purport to prohibit or restrict), reporting of waste, fraud, or abuse as described above, it will immediately stop any further obligations of award funds, will provide prompt written notification to the federal agency making this award, and will resume (or permit resumption of) such obligations only if expressly authorized to do so by that agency.

2. If the recipient does or is authorized under this award to make subawards ("subgrants"), procurement contracts, or both –

a. it represents that –

(1) it has determined that no other entity that the recipient's application proposes may or will receive award funds (whether through a subaward ("subgrant"), procurement contract, or subcontract under a procurement contract) either requires or has required internal confidentiality agreements or statements from employees or contractors that currently prohibit or otherwise currently restrict (or purport to prohibit or restrict) employees or contractors from reporting waste, fraud, or abuse as described above; and

(2) it has made appropriate inquiry, or otherwise has an adequate factual basis, to support this representation; and

b. it certifies that, if it learns or is notified that any subrecipient, contractor, or subcontractor entity that receives funds

under this award is or has been requiring its employees or contractors to execute agreements or statements that prohibit or otherwise restrict (or purport to prohibit or restrict), reporting of waste, fraud, or abuse as described above, it will immediately stop any further obligations of award funds to or by that entity, will provide prompt written notification to the federal agency making this award, and will resume (or permit resumption of) such obligations only if expressly authorized to do so by that agency.

28. Compliance with 41 U.S.C. 4712 (including prohibitions on reprisal; notice to employees)

The recipient (and any subrecipient at any tier) must comply with, and is subject to, all applicable provisions of 41 U.S.C. 4712, including all applicable provisions that prohibit, under specified circumstances, discrimination against an employee as reprisal for the employee's disclosure of information related to gross mismanagement of a federal grant, a gross waste of federal funds, an abuse of authority relating to a federal grant, a substantial and specific danger to public health or safety, or a violation of law, rule, or regulation related to a federal grant.

The recipient also must inform its employees, in writing (and in the predominant native language of the workforce), of employee rights and remedies under 41 U.S.C. 4712.

Should a question arise as to the applicability of the provisions of 41 U.S.C. 4712 to this award, the recipient is to contact the DOJ awarding agency (OJP or OVW, as appropriate) for guidance.

29. Encouragement of policies to ban text messaging while driving

Pursuant to Executive Order 13513, "Federal Leadership on Reducing Text Messaging While Driving," 74 Fed. Reg. 51225 (October 1, 2009), DOJ encourages recipients and subrecipients ("subgrantees") to adopt and enforce policies banning employees from text messaging while driving any vehicle during the course of performing work funded by this award, and to establish workplace safety policies and conduct education, awareness, and other outreach to decrease crashes caused by distracted drivers.

30. Requirement to disclose whether recipient is designated "high risk" by a federal grant-making agency outside of DOJ

If the recipient is designated "high risk" by a federal grant-making agency outside of DOJ, currently or at any time during the course of the period of performance under this award, the recipient must disclose that fact and certain related information to OJP by email at OJP.ComplianceReporting@ojp.usdoj.gov. For purposes of this disclosure, high risk includes any status under which a federal awarding agency provides additional oversight due to the recipient's past performance, or other programmatic or financial concerns with the recipient. The recipient's disclosure must include the following: 1. The federal awarding agency that currently designates the recipient high risk, 2. The date the recipient was designated high risk, 3. The high-risk point of contact at that federal awarding agency (name, phone number, and email address), and 4. The reasons for the high-risk status, as set out by the federal awarding agency.

31. The recipient understands and agrees to track and report data on all training and technical assistance activities and deliverables using the guidance, format, or tool provided by the Program Office or OJP.

32. Cooperating with OJP Monitoring

The recipient agrees to cooperate with OJP monitoring of this award pursuant to OJP's guidelines, protocols, and procedures, and to cooperate with OJP (including the grant manager for this award and the Office of Chief Financial Officer (OCFO)) requests related to such monitoring, including requests related to desk reviews and/or site visits. The recipient agrees to provide to OJP all documentation necessary for OJP to complete its monitoring tasks, including documentation related to any subawards made under this award. Further, the recipient agrees to abide by reasonable deadlines set by OJP for providing the requested documents. Failure to cooperate with OJP's monitoring activities may result in actions that affect the recipient's DOJ awards, including, but not limited to: withholdings and/or other restrictions on the recipient's access to award funds; referral to the DOJ OIG for audit review; designation of the recipient as a DOJ High Risk grantee; or termination of an award(s).

33. The grantee shall comply with the Office of Juvenile Justice and Delinquency Prevention's (OJJDP) Training and Technical Assistance (TTA) Standards in order to ensure coordinated delivery of services among TTA providers and effective use of OJJDP TTA grant funding. OJJDP's TTA Standards can be found at:
https://www.ojjdp.gov/programs/Core_Performance_Standards_updated%20May%202012_508c.pdf. OJJDP reserves the right to modify these standards at any time with reasonable advance notice. The grantee also agrees to file one copy of all curricula and other training and technical assistance materials developed under this award with the OJJDP National Training and Technical Assistance Center (NTTAC), and also agrees to cooperate, as directed by OJJDP, with the NTTAC in the implementation of coordinated delivery of technical assistance and training.

34. With respect to this award, federal funds may not be used to pay cash compensation (salary plus bonuses) to any employee of the award recipient at a rate that exceeds 110% of the maximum annual salary payable to a member of the federal government's Senior Executive Service (SES) at an agency with a Certified SES Performance Appraisal System for that year. (An award recipient may compensate an employee at a higher rate, provided the amount in excess of this compensation limitation is paid with non-federal funds.)

This limitation on compensation rates allowable under this award may be waived on an individual basis at the discretion of the OJP official indicated in the program announcement under which this award is made.

35. FFATA reporting: Subawards and executive compensation

The recipient must comply with applicable requirements to report first-tier subawards ("subgrants") of \$25,000 or more and, in certain circumstances, to report the names and total compensation of the five most highly compensated executives of the recipient and first-tier subrecipients (first-tier "subgrantees") of award funds. The details of recipient obligations, which derive from the Federal Funding Accountability and Transparency Act of 2006 (FFATA), are posted on the OJP web site at <https://ojp.gov/funding/Explore/FFATA.htm> (Award condition: Reporting Subawards and Executive Compensation), and are incorporated by reference here.

This condition, including its reporting requirement, does not apply to-- (1) an award of less than \$25,000, or (2) an award made to an individual who received the award as a natural person (i.e., unrelated to any business or non-profit organization that he or she may own or operate in his or her name).

36. Within 45 calendar days after the end of any conference, meeting, retreat, seminar, symposium, training activity, or similar event funded under this award, and the total cost of which exceeds \$20,000 in award funds, the recipient must provide the program manager with the following information and itemized costs:

- 1) name of event;
- 2) event dates;
- 3) location of event;
- 4) number of federal attendees;
- 5) number of non-federal attendees;
- 6) costs of event space, including rooms for break-out sessions;
- 7) costs of audio visual services;

- 8) other equipment costs (e.g., computer fees, telephone fees);
- 9) costs of printing and distribution;
- 10) costs of meals provided during the event;
- 11) costs of refreshments provided during the event;
- 12) costs of event planner;
- 13) costs of event facilitators; and
- 14) any other costs associated with the event.

The recipient must also itemize and report any of the following attendee (including participants, presenters, speakers) costs that are paid or reimbursed with cooperative agreement funds:

- 1) meals and incidental expenses (M&IE portion of per diem);
- 2) lodging;
- 3) transportation to/from event location (e.g., common carrier, Privately Owned Vehicle (POV)); and,
- 4) local transportation (e.g., rental car, POV) at event location.

Note that if any item is paid for with registration fees, or any other non-award funding, then that portion of the expense does not need to be reported.

Further instructions regarding the submission of this data, and how to determine costs, are available in the OJP Financial Guide Conference Cost Chapter.

37. All OJJDP-funded training and technical assistance project grantees are required to coordinate their activities with the OJJDP National Training and Technical Assistance Center (NTTAC). The grantee shall utilize the standard electronic OJJDP TTA request form and track and report progress on all training and technical assistance activities and deliverables in OJJDP's TTA 360 Database which can be accessed at <https://tta360.ojjdp.ojp.gov/>. The grantee will submit information (description of request, requester, location, date of event, consultants engaged, etc.) on TTA events to the OJJDP NTTAC 30 days in advance of the event for the OJJDP NTTAC online calendar of events.
38. The award recipient must comply with OJJDP's Webinar Guidelines, as described in the OJJDP Training and Technical Assistance (TTA) Standards at https://www.ojjdp.gov/programs/Core_Performance_Standards_updated%20May%202012_508c.pdf. At a minimum, OJJDP training and technical assistance providers shall submit to the OJJDP NTTAC information (i.e. title, description of the webinar, intended audience, panelists, etc.) 30 days in advance of all webinar events for the OJJDP NTTAC online calendar, use the approved OJJDP presentation template, and record events and send a copy of the files to OJJDP.
39. All electronic and information technology materials developed or maintained under this award must be compliant with Section 508 of the Rehabilitation Act of 1973. Please refer to www.section508.gov for more detail.
40. The Project Director and key program personnel designated in the application shall be replaced only for compelling reasons. Successors to key personnel must be approved, and such approval is contingent upon submission of appropriate information, including, but not limited to, a resume. OJP will not unreasonably withhold approval. Changes in other program personnel require only

notification to OJP and submission of resumes, unless otherwise designated in the award document.

41. Statement of Federal Involvement:

Due to the substantial Federal involvement contemplated in completion of this project, the Office of Juvenile Justice and Delinquency Prevention (OJJDP) has elected to enter into a cooperative agreement rather than a grant. This decision is based on OJP and OJJDP's ongoing responsibility to assist and coordinate projects that relate to the funded activities. OJP and OJJDP will provide input and re-direction to the project, as needed, in consultation with the recipient, and will actively monitor the project by methods including, but not limited to, ongoing contact with the recipient. In meeting programmatic responsibilities, OJP, OJJDP, and the recipient will be guided by the following principles: responsibility for the day-to-day operations of this project rests with the recipient in implementation of the recipient's approved proposal, the recipient's approved budget, and the terms and conditions specified in this award.

Responsibility for general oversight and redirection of the project, if necessary, rests with OJJDP. In addition to its programmatic reporting requirements, the recipient agrees to provide necessary information as requested by OJP and OJJDP. Information requests may include, but are not limited to, specific submissions related to: performance, including measurement of project outputs/outcomes; meeting performance specifications; developmental decision points; changes in project scope or personnel; budget modifications; and/or coordination of related projects.

The recipient agrees to submit a final report at the end of this award documenting all relevant project activities during the entire period of support under this award. This report will include detailed information about the project(s) funded, including, but not limited to, information about how the funds were actually used for each purpose area, data to support statements of progress, and data concerning individual results and outcomes of funded projects reflecting project successes and impacts. The final report is due no later than 90 days following the close of this award period or the expiration of any extension periods. This report will be submitted to the Office of Justice Programs, on-line through the Internet at <https://grants.ojp.usdoj.gov/>.

43. The recipient shall submit semiannual progress reports. Progress reports shall be submitted within 30 days after the end of the reporting periods, which are June 30 and December 31, for the life of the award. These reports will be submitted to the Office of Justice Programs, on-line through the Internet at <https://grants.ojp.usdoj.gov/>.

44. Justification of consultant rate

Approval of this award does not indicate approval of any consultant rate in excess of \$650 per day. A detailed justification must be submitted to and approved by the OJP program office prior to obligation or expenditure of such funds.

45. The recipient shall submit to OJJDP a copy of all interim and final reports and proposed publications (including those prepared for conferences, journals, and other presentations) resulting from this award, for review and comment prior to publishing. Any publication produced with grant funds must contain the following statement: "This project was supported by Grant # () awarded by the Office of Juvenile Justice and Delinquency Prevention, Office of Justice Programs, U.S. Department of Justice. The opinions, findings, and conclusions or recommendations expressed in this publication/program/exhibition are those of the author(s) and do not necessarily reflect those of the Department of Justice. All reports and products may be required to display the OJJDP logo on the cover (or other location) with the agreement of OJJDP. OJJDP defines publications as any planned, written, visual or sound materials substantively based on the project, formally prepared by the award recipient for dissemination to the public.
46. The recipient agrees to report data on the grantee's OJJDP-approved performance measures as part of the semi-annual categorical progress report. This data will be submitted on line at OJJDP's Performance Measures website (<https://ojjdp.gov/grantees/pm/index.html>) by July 31 and January 31 each year for the duration of the award. Once data entry is complete, the grantee will be able to create and download a

"Performance Measures Data Report." This document is to be included as an attachment to the grantee's narrative categorical assistance progress report submitted in GMS for each reporting period.

47. Recipient integrity and performance matters: Requirement to report information on certain civil, criminal, and administrative proceedings to SAM and FAPIIS

The recipient must comply with any and all applicable requirements regarding reporting of information on civil, criminal, and administrative proceedings connected with (or connected to the performance of) either this OJP award or any other grant, cooperative agreement, or procurement contract from the federal government. Under certain circumstances, recipients of OJP awards are required to report information about such proceedings, through the federal System for Award Management (known as "SAM"), to the designated federal integrity and performance system (currently, "FAPIIS").

The details of recipient obligations regarding the required reporting (and updating) of information on certain civil, criminal, and administrative proceedings to the federal designated integrity and performance system (currently, "FAPIIS") within SAM are posted on the OJP web site at <https://ojp.gov/funding/FAPIIS.htm> (Award condition: Recipient Integrity and Performance Matters, including Recipient Reporting to FAPIIS), and are incorporated by reference here.

49. Non-profit organization recipient – Disclosure of process for determining compensation

For any year during the period of performance for this award as to which the recipient non-profit organization believes (or asserts) that it has satisfied the requirements of 26 C.F.R. 53.4958-6 (which relates to establishing or invoking a rebuttable presumption of reasonableness of compensation of certain individuals and entities), the recipient must make a prompt written disclosure to OJP that satisfies the requirements of this award condition.

(Under certain circumstances, a non-profit organization that provides unreasonably-high compensation to certain persons may subject both the organization's managers and those who receive the compensation to additional federal taxes. A rebuttable presumption of the reasonableness of a non-profit organization's compensation arrangements, however, may be available if the non-profit organization satisfied certain rules set out in Internal Revenue Service regulations with regard to its compensation decisions.)

Each disclosure required by this award condition must describe in pertinent detail the process used by the recipient non-profit organization to determine the compensation of its officers, directors, trustees, and key employees (together, "covered persons"). At a minimum, the disclosure must describe in pertinent detail –

- (1) the composition of the body that reviews and approves compensation arrangements for covered persons;
- (2) the methods and practices used by the recipient organization to ensure that no individual with a conflict of interest participates as a member of the body that reviews and approves a compensation arrangement for a covered person;
- (3) the appropriate data as to comparability of compensation that is obtained in advance and relied upon by the body that reviews and approves compensation arrangements for covered persons;
- (4) the written or electronic records that the recipient maintains as concurrent documentation of the decisions with respect to compensation of covered persons made by the body that reviews and approves such compensation arrangements, including records of deliberations and of the basis for decisions.

For purposes of this condition, the following terms and phrases have the meanings set out by the Internal Revenue Service for use in connection with 26 C.F.R. 53.4958-6: officers, directors, trustees, key employees, compensation, conflict of interest, appropriate data as to comparability, adequate documentation, concurrent documentation.

This condition implements a recently-enacted law that affects the program under which this OJP award is made. In accepting this award, the recipient acknowledges that, following receipt of an appropriate request, OJP may be authorized or required by law to make information submitted pursuant to this condition available for public inspection.

50. Copyright; Data rights

The recipient acknowledges that OJP reserves a royalty-free, non-exclusive, and irrevocable license to reproduce, publish, or otherwise use, and authorize others to use (in whole or in part, including in connection with derivative works), for Federal purposes: (1) any work subject to copyright developed under an award or subaward (at any tier); and (2) any rights of copyright to which a recipient or subrecipient (at any tier) purchases ownership with Federal support.

The recipient acknowledges that OJP has the right to (1) obtain, reproduce, publish, or otherwise use the data first produced under any such award or subaward; and (2) authorize others to receive, reproduce, publish, or otherwise use such data for Federal purposes. "Data" includes data as defined in Federal Acquisition Regulation (FAR) provision 52.227-14 (Rights in Data - General).

It is the responsibility of the recipient (and of each subrecipient (at any tier), if applicable) to ensure that the provisions of this condition are included in any subaward (at any tier) under this award.

The recipient has the responsibility to obtain from subrecipients, contractors, and subcontractors (if any) all rights and data necessary to fulfill the recipient's obligations to the Government under this award. If a proposed subrecipient, contractor, or subcontractor refuses to accept terms affording the Government such rights, the recipient shall promptly bring such refusal to the attention of the OJP program manager for the award and not proceed with the agreement in question without further authorization from the OJP program office.

51. Recipient understands and agrees that neither it nor any subrecipient may engage in activities constituting organizational conflicts of interest, such as awarding contracts (to be paid in whole or in part with grant funds) to Department of Justice-funded training and technical assistance (TTA) providers that guided project specifications as part of the provision of training and technical assistance to the recipient (or any subrecipient) of this award. The Procurement Standards in 2 C.F.R. Part 200 (the Part 200 Uniform Requirements) and the DOJ Grants Financial Guide describe actions that would or may give rise to organizational conflicts or other potential conflict of interest concerns under the award. Prior approval from the grant manager is required for any work with a Department of Justice-funded TTA provider.