

OUNCE OF PREVENTION COUNCIL**DEPARTMENT OF JUSTICE****Office of Juvenile Justice and
Delinquency Prevention**

[OJP(OJJDP) No. 1111]

[ZRIN No. 1121-ZA58]

**The President's Crime Prevention
Council; Ounce of Prevention Grant
Program: Notice of Funding
Availability for Youth Substance Use
Prevention Program and Notice of
Evaluation**

AGENCIES: Ounce of Prevention Council (The President's Crime Prevention Council) and the United States Department of Justice, Office of Justice Programs, Office of Juvenile Justice and Delinquency Prevention.

ACTION: Notice of Funding Availability.

SUMMARY: The President's Crime Prevention Council ("Council") and the United States Department of Justice, Office of Juvenile Justice and Delinquency Prevention ("OJJDP") are announcing that the Fiscal Year 1996 grant program has up to \$1 million available to assist community-based, youth-led, and grassroots organizations that sponsor activities designed to combat youth drug and alcohol use.

DATES: The application period for funding under this grant program is 60 days and runs from January 17, 1997 through March 18, 1997. The deadline date for submission of an application is on or before 5:00 pm, Eastern Standard Time, on March 18, 1997.

CONTACT INFORMATION:

(1) To have the Application Kit or a copy of this Notice of Funding Availability (NOFA) faxed or mailed to you, *CALL OJJDP's Juvenile Justice Clearinghouse at 800-638-8736.*

(2) If you have questions about the grant program or need assistance in completing the Application Kit, you may *CALL the Department of Justice Response Center at 800-421-6770.*

(3) All required forms and documentation must be submitted by the application deadline to the Office of Juvenile Justice and Delinquency Prevention, c/o Juvenile Justice Resource Center, 1600 Research Boulevard, Mail Stop 2K, Rockville, MD 20850. No faxes accepted.

SUPPLEMENTARY INFORMATION:**I. Letter From the Vice President**

Dear Friend:

As Chair of the President's Crime Prevention Council, I am pleased to

announce the Fiscal Year 1996 Ounce of Prevention Grant Program. You are being notified, along with others, because of your commitment to the prevention of youth drug and alcohol use.

As you know, drug and alcohol use is a significant problem among youth today. Traditional, adult-managed substance use prevention programs do not always address youth-specific problems. Youth may respond more favorably to substance use prevention programs, however, if other young people from the same community play substantial and meaningful roles in such programs. Based on this belief, the Ounce of Prevention Grant Program targets youth-led organizations. Specifically, the program requires that young people between the ages of 12 and 21 hold significant policy or management positions within the proposed projects. More youth leadership and participation may yield better program results—with a goal of preventing the nation's young people from turning to drugs and alcohol.

The members of the President's Crime Prevention Council and I hope you will consider applying for a grant under this competition. It was created—with you and your colleagues in mind—to provide assistance to those organizations involved with drug and alcohol prevention initiatives. Please share this information with others who may be interested. For additional announcements and applications, call toll-free at 800-638-8736.

Thank you for your commitment to our nation's youth. Together we can continue to help communities and families fight drug and alcohol use by our young people.

Sincerely,
Al Gore.

II. Overview of the Ounce of Prevention Grants

A. Eligible Applicants: Eligible applicants are organizations that (1) have at least 50 percent of their management or policy positions staffed by youth (between the ages of 12 and 21); (2) have been in operation for at least three years; (3) show that they do not expect to expend more than 15 percent of their total budget on administrative costs; (4) fund, on their own, 25 percent of the cost of the proposed activities; (5) are located in an economically distressed area; and (6) meet other eligibility requirements.

B. Award Amount: The Council and OJJDP may award up to \$1 million in grant funds. Up to \$100,000 per program is available for this program.

The Council and OJJDP retain the right to award more or less than \$1 million and to continue this grant program beyond the prescribed award period set forth below, based upon the quality of the applications, grantee performance, and the availability of funds.

C. Award Period: The grant awards will be for a 12-month period.

III. Background

A. Drug and alcohol use is a significant problem among youth today. Traditional, adult-managed substance use prevention programs do not always address youth-specific problems. The Ounce of Prevention Grant Program is in response to this concern and supports the Administration's strong commitment to reverse the tide of youth substance use.

The Council believes that youth may respond more favorably to substance use prevention programs if other young people from the same community play substantial and meaningful roles in the management and operation of such programs. In light of these factors, this grant program targets organizations that are led by or involve in a substantial way young people between the ages of 12 and 21.

B. Goal: To enhance or expand existing youth-led activities that prevent substance use among youth. Such activities should seek to meet the following prevention goals:

- (1) increase collaboration between community-based, youth-serving and youth-led groups and law enforcement, schools, houses of worship, health-care providers, cultural organizations, and government;
- (2) assist and empower youth to help solve problems that affect them; and
- (3) promote personal growth and social responsibility among our young people.

C. Program Strategy: This grant program will help fund youth-led activities devoted to helping youth combat substance use. If your organization has more than one mission, the component of your organization that focuses on youth substance use—or the entire organization—is eligible to apply for this grant. Proposed activities shall consist of specific, concrete services, including, but not limited to, peer-to-peer mentoring; counseling; parent involvement; and leadership development. These activities must include a specific plan to meet the substance use prevention goals identified above. For example, an applicant's goal might be to increase enrollment in its substance use prevention classes by 30 percent.

D. Eligibility Requirements:

Applications will be accepted only if they meet all of the following five criteria:

(1) *Youth-Led/Youth-Involved Organizations and Activities.* The applicant must have at least 50 percent of their management or policy positions staffed by youth (between the ages of 12 and 21) for the proposed program. Such organizations include, but are not limited to school clubs, community groups, and programs administered through houses of worship, local agencies, and private non-profits.

(2) *Partnership with a Local Unit of Government or Established Entity.* The applicant must be a legally constituted non-profit organization or must jointly apply with a legal entity (i.e., Indian tribal government, city, county, or other municipality; a school board; a college or university; a private nonprofit 501(c)(3) organization; or a consortium of the aforementioned entities). Where the youth-led organization is not a legally constituted non-profit organization, the co-applicant shall be designated as the grant recipient and administering entity. The youth-led organization may be affiliated with or be part of a larger network of community organizations or foundations, but may not pay dues to or receive a majority of its funding from or through a national organization unless it is the sole provider for a large geographical area.

(3) *Required Length of Existence.* The applicant must have been continuously operational for at least three years.

(4) *Substance Use Prevention Experience.* The applicant must have engaged in activities related to substance use prevention activities for at least one year.

(5) *Geographic Location.* The applicant must be located within one of the following areas:

(a) a census tract with a poverty rate of 25 percent or more;

(b) a census tract that (a) has a population under 2,000 or is zoned for at least 75 percent industrial or commercial use and (b) is located next to a census tract with a poverty rate of at least 25 percent; or

(c) a locale designated as a Federal Empowerment Zone, Supplemental Empowerment Zone, Enterprise Community or Enhanced Enterprise Community.

Applicants may determine whether they are located in one of these geographic areas by calling 800-998-9999 and giving their address and zip code, or by accessing the electronic locator map on the World Wide Web at <http://www.caliper.com/hud> (then type in your street address and zip code).

E. Criteria for Review and Selection of Grant Applicant: The application review and evaluation process consists of three levels. First, all applications will be screened to determine if they meet the eligibility requirements. Second, those applications that meet the eligibility requirements will be evaluated and rated by a peer review panel consisting of experts in the field of youth drug and alcohol use. Third, the Council's review panel will evaluate the applications rated most highly by the peer review panel and will make final recommendations to the Council and OJJDP based on the criteria and geographic distribution factors.

Applications will be judged on a 100-point scale based on the following criteria:

(1) *Problems to be Addressed (5 points).* Applicants must concisely describe the nature and extent of the specific drug and alcohol problems in their community and provide a discussion of the possible causes of these problems. For example, applicants might state that lack of adult supervision and adequate recreational opportunities contribute to underage drinking.

(2) *Goals and Objectives (10 points).* Applicants must provide a clear discussion of the project goals and objectives as they relate to the stated problems. In developing the project goals and objectives, applicants should consider, "If this program is successful, what will be different about the stated problems (project goals), and what will need to be done (project objectives) to make these changes occur?" Applicants must provide clearly stated goals and objectives that logically address the problems described in section (1). For example, one of your project objectives may be to expand your mentoring or peer counseling program to service an additional 100 youth to address the lack of adult supervision.

(3) *Program Design (25 points).* Applicants must provide a detailed description of the proposed project activities and how these activities will achieve the goals and objectives specified in section (2).

The proposed activities should be practical and achievable. Applicants must present a plan that lays out how the proposed project activities will lead to achieving the goals and objectives and how work requirements will be met. This activity plan should demonstrate creativity in your approaches for engaging young people and combating substance use. For example, if you intend to expand your outreach services to seven additional youth recreation centers, you should describe exactly

how you will go about expanding those services to achieve that project objective.

In addition, the Program Design must specifically describe how you will monitor progress toward achieving your goals and objectives, including the types of information you will collect and how you will collect it, so that you know the program is on track and working. For example, in order to measure whether you actually expanded your outreach services as described, you will need to compare the number of recreation centers involved before and after the project.

(4) *Management and Organizational Capability (25 points).* Applicants must indicate how long their organization has been in existence and demonstrate that their management, staffing, and experience are adequate and appropriate to implement and complete the project successfully, efficiently, and cost-effectively. Applicants must show that youth (individuals between the ages of 12 and 21) hold at least 50 percent of the management or policy positions in the operation of the component that will manage this project. In order to determine the extent of youth involvement, applicants must provide the job descriptions and current background information, including age information, for all key staff members.

(5) *Collaboration (15 points).* Preference shall be given to applicants that have a history of collaboration and are part of a coalition of a broad spectrum of community-based and social service organizations. Applications must show a coordinated approach to reducing the effects of substance use and providing alternatives for at-risk youth. Applicants must show how such collaboration and participation have enhanced their youth drug or alcohol prevention activities. For example, applicants might describe their collaboration with local law enforcement officials on a particular activity.

(6) *Budget (20 points).* Applicants must submit a detailed, reasonable, and cost-effective budget for the proposed program and evaluation activities. In addition, applicants must submit a budget narrative that describes and justifies proposed program and evaluation activities and costs. Administrative costs (defined as costs for non-program items, such as salaries, operation of space and property, and office supplies unrelated to the program) must not exceed 15 percent of the applicant's total budget.

Grant award amounts may not exceed 75 percent of the total cost of an applicant's activities for the 12-month

grant term. To meet this requirement, applicants must demonstrate that they will provide, from a source other than the grant program, 25 percent of their total cost in-kind (non-cash equivalent) for the proposed activities for this 12-month period.

The Council and OJJDP retain the right to waive the 15 percent minimum administrative budget requirement and/or the 25 percent non-federal share requirement upon demonstration of compelling financial hardship or need. Documentation may include financial statements about your organization's need for the waiver, including a supporting written report.

IV. Application Requirements

A. Page Limitation and Format: The narrative portion of the application, exclusive of appendices and exhibits, is strictly limited to 25 double-spaced pages in length, and must be submitted on 8½- by 11-inch paper, double-spaced on one side of the paper in a standard 10- or 12-point font.

Appendices shall be limited to the following three items:

Appendix A: Listing of individuals, their affiliations, signatures, and contact information for the persons participating in the development of this proposal.

Appendix B: Legislation, executive orders, memoranda of understanding, and other formal commitments of bona fide partnerships (e.g., combined funding or procedures for service coordination). Documentation should be provided.

Appendix C: Staff background information and position descriptions.

B. Application Instructions and Contact Information: To apply for this program, you must complete an Application Kit which includes detailed instructions, forms, checklists, worksheets, and application forms. To have the Application Kit or a copy of this Notice of Funding Availability (NOFA) faxed to you, CALL OJJDP's Juvenile Justice Clearinghouse at 800-638-8736, select option #1 for automated ordering services, then select option #2 for fax on demand, then select document #9023 for the Application Kit and/or document #9021 for the NOFA. Note: When you call, you will be asked to give a customer number. If you do not have one, be prepared to answer a few survey questions.

To have a copy of this NOFA and/or an Application Kit mailed to you, CALL 800-638-8736, select option #2 for publication ordering, then request publication #SL 000188 for the

Application Kit and/or publication #SL 000186 for the NOFA.

If you have questions about the grant program or need assistance in completing the Application Kit, you may CALL the Department of Justice Response Center at the toll free number, 800-421-6770, Monday through Friday, 9:00 am to 5:00 pm Eastern Standard Time.

C. Application Submission and Deadline: All required forms and documentation must be submitted by the application deadline to the Office of Juvenile Justice and Delinquency Prevention, c/o Juvenile Justice Resource Center, 1600 Research Boulevard, Mail Stop 2K, Rockville, MD 20850. (The following telephone number is to be used only for sending an express package: 301-251-5535).

Note: In the lower left-hand corner of the envelope, you must clearly write "Substance Use Prevention Program." All applications must be received, not postmarked, by the submission deadline.

The application period for funding under this grant program is 60 days and runs from January 17, 1997 through March 18, 1997. The deadline date for submission of an application is on or before 5:00 pm, Eastern Standard Time, on March 18, 1997. Applicants are responsible for ensuring that the original and five copies of the application package are received at the OJJDP address by that deadline date. No faxes are allowed.

V. Report and Evaluation Requirements

A. Report Requirement: After awards have been made, grant recipients will be required to submit, in a form prescribed by OJJDP grant guidelines and the Council, two reports that describe the specific use of the grant funds, the activities conducted and the results and benefits achieved. The reports must be submitted 6 months and 12 months after the grant recipient receives funding.

B. Evaluation Requirement: Evaluation is a powerful tool that supports program planning, management, and our understanding of "what works" to prevent youth from using alcohol and drugs. By submitting an application for the Youth Substance Use Prevention Program, applicants agree to cooperate fully with the national evaluation that the Council and OJJDP will conduct (described below). At a minimum, grantees will be expected to maintain records on how the program is operating and the extent to which program objectives are being attained, as described in their Program Design. In addition, grantees will be expected to work with the national

evaluator to develop an evaluation strategy, tailored to each grantee's program design, and to work with the national evaluator to collect key program information that will help assess the extent to which programs are meeting their objectives and achieving their goals. The types of information collected might include, but are not limited to: meeting agendas and minutes; attendance lists; client rosters; chronology of program events; numbers of clients served; number of contacts made; duration and frequency of prevention activities, for example, one hour per week for six weeks; etcetera.

VI. National Evaluation NOFA

OJJDP and the Council are ensuring that a thorough national evaluation of the Ounce of Prevention's Youth Substance Use Prevention Grant Program is conducted by an outside evaluator. OJJDP and the Council are announcing the availability of funding for a national evaluation of the Grant Program and will publish the Notice of Funding Availability (NOFA) in the Federal Register at a later date. The purpose of this evaluation will be to document and analyze the process of the youth-involvement collaboration and substance use prevention activities that have taken place during the course of the program.

The Council and OJJDP will invite applications from public and private agencies, organizations, institutions, or individuals who can demonstrate that they have experience in the design and implementation of this type of evaluation. Joint applications from two or more eligible applicants are welcome provided one is designated primary applicant and the other a co-applicant. Applicants will be asked to demonstrate their technical knowledge of evaluation methods and tools; their practical knowledge of substance use prevention among juveniles; and their skills for assisting those who must develop and make decisions about program directions. To have the Application Kit or the Evaluation Notice of Funding Availability (NOFA) faxed to you, call OJJDP's Juvenile Justice Clearinghouse at 800-638-8736, select option #1 for automated ordering services, then select option #2 for fax on demand, then select document #9023 for the Application Kit and/or document #9022 for the Evaluation NOFA.

To have the Application Kit or the Evaluation NOFA mailed to you, call 800-638-8736, select option #2 for publication ordering, then request publication #SL 000188 for the Application Kit and/or publication #SL 000187 for the Evaluation NOFA.

VII. Additional Information

A. Statutory Authority: Sections 30101 and 30102 of the Violent Crime Control and Law Enforcement Act of 1994 (42 U.S.C. 13741) ("Act") authorize the Council's "Ounce of Prevention Grant Program." Pursuant to Section 30101(a)(3) of the Act, the Council has delegated to OJJDP the authority to administer certain aspects of this program in consultation with the Council. Authority for OJJDP to administer this program is found in the Economy Act of 1932, as amended.

B. Appropriate Use of Grant Funds: The grant funds may not be used to replace program or administrative services funded by the state, local, or federal government.

Dated: January 14, 1997.

Nancy Hatamiya,

Chief of Staff, President's Crime Prevention Council.

Shay Bilchik,

Administrator, Office of Juvenile Justice and Delinquency Prevention.

References

The following publications may assist in preparing your application and

implementing your program. They are available from the Juvenile Justice Clearinghouse, by calling 800-638-8736, select option #2 for publication ordering, then reference the NCJ # associated with each title you want to order.

Delinquency Prevention Works. 1995 (May). Washington, D.C.: Office of Juvenile Justice and Delinquency Prevention, U.S. Department of Justice. NCJ 155006.

Evaluation of Boys and Girls Clubs in Public Housing. 1995 (November). Washington, D.C.: National Institute of Justice, U.S. Department of Justice. FS 000100.

Howell, J.C., ed. 1995 (May). *Guide for Implementing the Comprehensive Strategy for Serious, Violent, and Chronic Juvenile Offenders*. Washington, D.C.: Office of Juvenile Justice and Delinquency Prevention, U.S. Department of Justice. NCJ 153681.

Huizinga, D. et al. 1995 (August). *Urban Delinquency and Substance Abuse*. Washington, D.C.: Office of Juvenile Justice and Delinquency Prevention, U.S. Department of Justice. NCJ 143454.

Harrell, A. 1996 (April). *Intervening with High-Risk Youth, Preliminary Findings from the Children-at-Risk Program*. Washington, D.C.: National Institute of Justice, U.S. Department of Justice. FS 000140.

Office of National Drug Control Policy. 1996 (February). *National Drug Control*

Strategy: 1996. Washington, D.C.: Office of the President. NCJ 160086.

Partnerships To Prevent Youth Violence. 1994 (August). Washington, D.C.: National Crime Prevention Council and the Bureau of Justice Assistance, U.S. Department of Justice. NCJ 148459.

Preventing Crime and Promoting Responsibility: 50 Programs That Help Communities Help Their Youth. 1995 (September). Washington, D.C.: President's Crime Prevention Council. NCJ 158622.

Rosenbaum, D.P. et al. 1994. *Community Responses to Drug Abuse: A Program Evaluation*. Washington, D.C.: National Institute of Justice, U.S. Department of Justice. NCJ 145945.

Working as Partners With Community Groups. 1994 (September). Washington, D.C.: National Crime Prevention Council and the Bureau of Justice Assistance, U.S. Department of Justice. NCJ 148458.

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