



The U.S. Department of Justice, Office of Justice Programs, [Community Capacity Development Office](#) (CCDO) is pleased to announce that it is seeking applications for funding Operation Weed and Seed. This program furthers the Department's mission by promoting an innovative comprehensive, multi-agency approach to combating violent crime, drug use, and gang activity in high-crime neighborhoods.

CCDO FY 08 Weed and Seed Program Guide and Application Kit: Continuation Sites

Eligibility

Applicants are limited to communities with an approved Weed and Seed designation.
(See "Eligibility," pages 2-3)

Deadline

The **GMS registration deadline is 4:00 p.m. eastern time** on Tuesday, January 15, 2008.
All **applications are due by 8:00 p.m. eastern time** on Tuesday, January 15, 2008.
(See "Deadline for Applications," page 2)

Contact Information

For assistance with the requirements of this solicitation, contact CCDO at 202-616-1152.

This application must be submitted through the Grants Management System (GMS) at <https://grants.ojp.usdoj.gov/>. For technical assistance with submitting the application, call the Grants Management System Support Hotline at 1-888-549-9901, Option #3.

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CCDO FY 08 Weed and Seed Program Guide and Application Kit: Continuation Sites

CDFA #16.595

Overview

The mission of the U.S. Department of Justice, Office of Justice Programs, Community Capacity Development Office (CCDO) is to work with local communities to design strategies for deterring crime, promoting economic growth, and enhancing quality of life. Operation Weed and Seed is a community-based initiative that encompasses an innovative and comprehensive multi-agency approach to law enforcement, crime prevention, and community revitalization. The legislation which establishes the program and the overseeing administrative office, the Office of Weed and Seed Strategies in conjunction with the Community Capacity Development Office, is Sec. 1121 of the Violence Against Women and Department of Justice Reauthorization Act of 2005, which amends Part A of title I of the Omnibus Crime Control and Safe Streets Act of 1968 (42 U.S.C. § 3712a & b) You may access the legislation (HR 3402) at: <http://thomas.loc.gov/>.

Operation Weed and Seed is foremost a strategy—rather than a grant program—that aims to prevent, control, and reduce violent crime, drug abuse, and gang activity in designated high-crime neighborhoods across the country. Weed and Seed sites range in size from several neighborhood blocks to a few square miles in urban settings, and can encompass larger areas in more rural settings and tribal lands. The strategy involves a two-pronged approach: law enforcement agencies and prosecutors cooperate in “weeding out” violent crime and drug abuse; and “seeding” brings human services to the area, encompassing prevention, intervention, treatment, and neighborhood revitalization. A community-oriented policing component bridges the weeding and seeding strategies. Officers obtain helpful information from area residents for weeding efforts while they aid residents in obtaining information about community revitalization and seeding resources.

Deadline: Registration

The **GMS registration deadline is 4:00 p.m. eastern time** on Tuesday, January 15, 2008.

Deadline: Application

All **applications are due by 8:00 p.m. eastern time** on Tuesday, January 15, 2008.

Eligibility

Only approved Weed and Seed Continuation Sites in good standing are eligible to apply for funding. Such sites have a CCDO-approved Weed and Seed strategy and consist of a coalition of community residents, local, county, and State agencies, Federal agencies, the private sector, Faith-Based and other Community-Based organizations. Current Weed and Seed sites should review the “List of Sites Approved to Apply for FY 2008 Continuation Funding” on the following pages to determine if they are eligible to submit an application.

Faith-Based And Other Community Organizations: Consistent with President George W. Bush’s Executive Order 13279, dated December 12, 2002, and 28 C.F.R. Part 38, it is DOJ policy that faith-based and other community organizations that statutorily qualify as eligible applicants under DOJ programs are invited and encouraged to apply for assistance awards to fund eligible grant activities. Faith-based and other community organizations will be considered for awards on the same basis as other eligible applicants and, if they receive assistance awards, will be treated on an equal basis with all other grantees in the administration of such awards. No eligible applicant or grantee will be discriminated for or against on the basis of its religious character or affiliation, religious name, or the religious composition of its board of directors or persons working in the organization.

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

Applicants are encouraged to review the Civil Rights Compliance section under “Additional Requirements” in this announcement.

American Indian Tribes and Alaska Native Tribes and/or Tribal Organizations: Applicants are limited to for-profit (commercial) organizations, non-profit organizations, faith-based and community organization, institutions of higher learning, and consortiums with demonstrated organization and community based experience working with American Indian and Alaska Native communities, including tribal commercial and nonprofit organizations, tribal colleges and universities, and tribal consortiums.

All tribal applications must be accompanied by a current authorizing resolution of the governing body of the tribal entity or other enactment of the tribal counsel or comparable government body. If the grant will benefit more than one tribal entity, a current authorizing resolution or other enactment of the tribal counsel or comparable government body from each tribal entity must be included. If the grant application is being submitted on behalf of a tribal entity, a letter or similar document authorizing the inclusion of the tribal entity named in the application must be included.

List of Sites Approved to Apply for FY 2008 Continuation Funding

TRACK I: The following Continuation Sites received Official Recognition (OR) designation by or before June 1, 2006, and are eligible to apply for a maximum of \$200,000.

STATE	CITY/COUNTY	SITE NAME	SITE ID
ALABAMA	Montgomery	Central Montgomery	501
	Prichard	Main Street	581
ALASKA	Anchorage	Mountain View	558
	Anchorage	Russian Jack/Muldoon	500
	Fairbanks	Ringstad Park Neighborhood	580
ARIZONA	Flagstaff	Sunnyside	502
	Glendale	Orchard Glen	456

STATE	CITY/COUNTY	SITE NAME	SITE ID
	Phoenix	Canyon Corridor	583
	Phoenix	Capital Mall	486
	Santa Cruz County	Nogales	503
	Tucson	29 th Street Coalition	504
	Tucson	Westside Coalition	485
	Yuma	Carver Park	457
ARKANSAS	Pine Bluff	Central Park Neighborhood	582
CALIFORNIA	Los Angeles	Harbor Gateway	510
	Modesto	Southwest/Paradise South	560
	Oakland	East Oakland-Elmhurst District	561
	Oxnard	Southend	433
	Pomona	Pomona	505
	Rancho Cordova	Rancho Cordova	432
	Sacramento	Oak Park	584
	Salinas	East Salinas	562
	San Francisco	Visitacion Valley	506
	San Jose	East San Jose	511
	Santa Clara	Burbank Area	431
COLORADO	Aurora	Colfax Corridor	480
CONNECTICUT	Hartford	Upper Albany/Clay-Arsenal	563
	New Haven	Hill Neighborhood	458
	Willimantic	Willimantic	513
DELAWARE	Wilmington	Price's Run Neighborhood	565
DISTRICT OF COLUMBIA	Washington	Frederick Douglass Memorial	585
	Washington	Northwest	564
FLORIDA	Belle Glade	Southwest Belle Glade	545
	Daytona Beach	Old Town/New Town	515
	Hallandale Beach	Palms of Hallandale Beach	587
	Homestead	Duplex City	586
	Palatka	Northside	514
	St. Augustine	West Augustine Community	566
	St. Petersburg	Childs Park	516
GEORGIA	Athens	Hancock Corridor	435
	Atlanta	Vine City	517
	Marietta	Franklin Road Area	588
HAWAII	Hawaii County	Pahoa/Kaohe Homest	518
	Honolulu	Kalihi/Palama/Chinatown	487
ILLINOIS	Rockford	Rockford	589
INDIANA	Gary	University Park/Glen Park	567
	Indianapolis	Martindale-Brightwood	590
IOWA	Cedar Rapids	Central	519
KANSAS	Kansas City	Kansas City	520
	Topeka	South/Central	459
KENTUCKY	Louisville	Newburg	568
LOUISIANA	Alexandria	Area 4-South Alexandria	591
MAINE	Androscoggin	Androscoggin	488
	Calais	Calais	461

STATE	CITY/COUNTY	SITE NAME	SITE ID
	Sagadahoc	Sagadahoc	489
MARYLAND	Baltimore	South Baltimore	592
	Silver Spring	NW Park/Oakview	569
MASSACHUSETTS	Brockton	Campello	522
	Fall River	Maple Gardens	547
	Holyoke	E. Beech Street	549
	New Bedford	New Bedford	550
	N. Dorchester	Washington Street Corridor	521
	Springfield	Springfield	551
	Worcester	Worcester	462
MICHIGAN	Detroit	Northwest Detroit	482
	Flint	North Central	491
	Grand Rapids	Central City	544
	Highland Park	Highland Park	490
MISSISSIPPI	Corinth	Corinth	463
	East Biloxi	D'Iberville	523
	Greenville	Leland Neighborhood	492
	Jackson	West Jackson	493
MISSOURI	St. Louis	Hamilton Heights/West	570
NEBRASKA	Thurston County	Winnebago/Omaha Tribes	437
NEVADA	Reno	Southeast	526
NEW JERSEY	Atlantic City	Albany/Missouri Avenues	483
	East Orange	Memorial Park	596
	Irvington	Irvington	548
	Millville	Center City	572
	Trenton	Greater Donnelly	597
NEW MEXICO	Espanola	Westside	440
NEW YORK	Bronx	Bruckner/Soundview/Castle Hill	465
	Brooklyn	East New York	484
	Buffalo	Lower Eastside	598
	Poughkeepsie	Northside	573
	Queens	Far Rockaway Expansion	443
	Rome	Rome	599
	Roosevelt	Uniondale	552
	Schenectady	Southend	528
	Troy	Waterfront/South Troy	600
	Yonkers	3 rd Precinct	553
	Wyandanch	Straight Path Corridor	529
NORTH CAROLINA	Asheville	West Riverside Community	595
	Burlington	Burlington	445
	Charlotte	Central Avenue Corridor	524
	Durham	Hayti	446
	Henderson	Henderson/Vance	594
	High Point	Expanded Core City	525
	Raleigh	Thompson-Hunter Partnership	556
	Shelby	Northeast	593
	Statesville	South Statesville	571
OHIO	Canton	Central Canton	602

STATE	CITY/COUNTY	SITE NAME	SITE ID
	Cleveland	Central/Westside	554
	Cleveland	Detroit Shoreway	447
	Cleveland	Mt. Pleasant	603
	Dayton	Southeast	535
	Hamilton	2 nd & 4 th Wards	532
	Toledo	North River	531
	Toledo	Toledo West	530
	Youngstown	Northside	601
OKLAHOMA	Midwest City	Midwest City	467
	Oklahoma City	Classen Ten Penn	536
OREGON	Portland	Mt. Hood Coalition	555
PENNSYLVANIA	Allentown	Allentown	448
	Bristol	Bristol	546
	Coatesville	Coatesville	537
	Lancaster	Lancaster	557
	Philadelphia	26 th District	574
	Philadelphia	North Expansion	533
	Philadelphia	West Expansion	534
	Pittsburgh	East Liberty	494
	Pittsburgh	Lawrenceville	604
	Upper Darby	Upper Darby	605
RHODE ISLAND	Pawtucket	Woodlawn	468
	Providence	Olneyville/Hartford	538
SOUTH CAROLINA	North Charleston	North Charleston	606
	Rock Hill	Urban Rock Hill	575
TENNESSEE	Humboldt	Central City	576
	Kingsport	Kingsport	543
TEXAS	Austin	Central East	579
	Dallas	Ferguson Road Initiative-2 Points	577
	Dallas	Pleasant Grove	578
	Dallas	West Dallas	540
	Marlin	Central South	539
UTAH	West Valley City	Crown/Farnsworth	449
VIRGIN ISLANDS	St. Thomas	Estate Bovoni/Tutu Hi-Rise	541
VIRGINIA	Charlottesville	Intervention Area	450
	Newport News	Newport News	452
	Petersburg	Petersburg	451
	Portsmouth	Portsmouth	453
WASHINGTON	Seattle	Southeast	495
	Seattle	Southwest	469
WISCONSIN	Milwaukee	Historic Clarke Square	607
	Racine	South	455

The following **unfunded** sites received Official Recognition (OR) designation by or before June 1, 2006, and are eligible to apply for a maximum of \$175,000. The applicants must follow the guidance in this solicitation, except where it pertains to Special Emphasis funding, as these sites **are not** eligible for Special Emphasis funds.

STATE	CITY/COUNTY	SITE NAME	SITE ID
ARIZONA	Winslow	Southwest Navajo Nation	559
CALIFORNIA	San Francisco	Hunter's Point	507
MINNESOTA	St. Paul	Summit University Expansion	473
NEW YORK	Albany	Albany Expansion	527

TRACK II: The following Continuation Sites received Weed and Seed Community (WSC) designation effective October 1, 2007, and are eligible to apply for a maximum of \$250,000. These sites are not eligible for the Special Emphasis option.

STATE	CITY OR COUNTY	SITE NAME	SITE ID
ARIZONA	Phoenix	Maryvale Community	608
CALIFORNIA	Long Beach	Long Beach Police Beats 4 & 5	609
	Tulare County	Cutler-Orosi	610
CONNECTICUT	Bridgeport	Enhanced Hollow Neighborhood	611
DISTRICT OF COLUMBIA	Washington	Far Northeast Corridor	612
FLORIDA	West Palm Beach	Gramercy Village	613
GEORGIA	Atlanta	English Avenue	614
	Brunswick	Brunswick	615
ILLINOIS	Aurora	West Aurora Community	616
	Chicago	Englewood Community	617
	Chicago	Garfield Park Community	618
	Rockford	Kishwaukee Corridor	619
INDIANA	Decatur	Decatur Near North Side	620
	Indianapolis	Eagledale-Lafayette Square	621
	Anderson	Central Anderson	622
MICHIGAN	Lafayette	Downtown Lafayette	623
	Baraga	Keweenaw Bay Indian Community	624
	Hamtramck	Hamtramck Community Initiative	625
	Detroit	Southwest Detroit	626
MISSOURI	Independence	Englewood	627
MONTANA	Great Falls	Lower North/Black Eagle	628
NEBRASKA	Omaha	Northeast Omaha	632
NORTH CAROLINA	Lumberton	North/West Lumberton	629
	Winston-Salem	Twin City East-West Partnership	630
	Jacksonville	New River-Davis Street Corridor	631
OHIO	Dayton	Dayton Northwest	633
OREGON	Molalla	Greater Molalla/Mulino	634
	Clatskanie	Clatskanie/Westport	635
	Woodburn	Woodburn	636
PENNSYLVANIA	Pittsburgh	West End	637
SOUTH CAROLINA	Spartanburg	Northside Community	638

STATE	CITY OR COUNTY	SITE NAME	SITE ID
TENNESSEE	Chattanooga	East Chattanooga	639
	Johnson City	Central City Community	640
TEXAS	Houston	West Houston	641
	San Antonio	Lincoln Heights/West End	642
	Corpus Christi	Corpus Christi South East	643
WASHINGTON	Kent	East Hill Corridor	644
WYOMING	Casper	Central Casper	645

Program-Specific Information

The Role of the U.S. Attorney: The U.S. Attorney plays a central role in organizing the Steering Committee and bringing together communities with other Weed and Seed participants. The U.S. Attorney's Office provides leadership in joint law enforcement operation planning and implementation, and ongoing involvement in the Steering Committee and other activities. The U.S. Attorney's role includes, but is not limited to, the following: 1) convening/co-chairing the Steering Committee and overseeing the law enforcement strategy; 2) serving in a voting capacity on the Steering Committee; 3) submitting a letter of recommendation to the CCDO director certifying that a developing Weed and Seed community suffers from consistently high levels of crime or otherwise is appropriate for such designation; 4) approving requests to use the U.S. Attorneys' Fund for Weed and Seed activities; and 5) approving a site coordinator/director candidate before he/she is hired.

Maintaining Best Programs and Providing Training: Weed and Seed Continuation Sites are offered funding to maintain their best programs so that they can improve coordination in planning and implementing their own Weed and Seed strategy and serve as examples for other sites, including those developing their strategies. However, sites are expected to develop a sustainability strategy which involves the use of other existing local, state, and/or Federal resources to maintain these best programs after the life of the grant. Sites are encouraged to provide training for other sites in a mutually acceptable manner—through regional networking; by hosting visits by members of new and developing sites seeking training; providing personnel who provide training at regional and/or national Weed and Seed training conferences; or by hosting training conferences to which other sites will be invited. Also, each site is encouraged to provide training in the Weed and Seed strategy to other neighborhoods in its local area, upon request, to help those other neighborhoods to replicate the Weed and Seed strategy.

Achieving Efficiency and Sustainment through Coordination with Other Resources: Coordination of resources is an essential part of using funds efficiently and in a manner that will sustain the project for the long term, after initial, start-up funding from CCDO expires. Weed and Seed sites are encouraged to coordinate with other Department of Justice programs that may be underway in your locality, especially Project Safe Neighborhoods (www.psn.gov/) and the Prisoner Reentry Initiative (www.ojp.usdoj.gov/reentry) from the outset, and include that coordination in their Weed and Seed strategic plan. The strategic plan should also encompass related community development efforts, and Federal funding sources (e.g., Department of Justice funds, Department of Housing and Urban Development funds, Department of Health and Human Services funds, Department of Education funds); as well as state, local, and private resources. In addition, U.S. Attorneys' offices can assist communities through "Weed and Seed" Federal real property transfers. Coordination among Federal agencies can be facilitated through the Federal Executive Boards (web site: www.feb.gov/). Further information on Federal

agencies and their programs that may be of interest to Weed and Seed sites can be accessed at www.whitehouse.gov/government/fbci/grants-catalog-index.html and in *The Guide to Federal Resources for Weed and Seed Communities*, available on the OJP web site at www.ojp.usdoj.gov/ccdo/pub/welcome.html. Further, sites are encouraged to explore other Federal resources supportive of their strategic plans through www.grants.gov. Through this web site, organizations can electronically find and apply for competitive grant opportunities from all Federal grant-making agencies, and they also may register to receive email notifications of new grant postings.

Program Policies

- **DEA Involvement.** All Weed and Seed Steering Committees must include the active involvement of the Drug Enforcement Administration's (DEA) special agent in charge, or designee, for the jurisdiction encompassing the designated community, as well as other Federal law enforcement agencies operating in the vicinity. The DEA special agent in charge, or designee, will serve on the Steering Committee in a voting capacity.
- **Expanded U.S. Attorney Role.** The U.S. Attorney, or designee, must serve as a voting member of the Weed and Seed Steering Committee.
- **Additional Requirement Specific to Measuring Sustainability.** In order for CCDO to assess Weed and Seed sites' leveraging and sustainability efforts during their five-year strategy implementation, Weed and Seed funding applicants are required to identify other funding sources. "Other funding" is defined as coordinated and leveraged public or private funds coming into the jurisdiction--not limited to the Weed and Seed fiscal agent--that are directed, in whole or in part, towards the Weed and Seed designated area(s). By the end of the five-year funding eligibility period, leveraged funding should equal or exceed \$875,000. The other funding sources and amounts need to be clearly listed and discussed in the Sustainability section of the program narrative.
- U.S. Attorneys are requested to coordinate Project Safe Neighborhoods (PSN) and Weed and Seed efforts to the fullest extent possible. For example, the crime analysis done for PSN should inform the law enforcement strategy for Weed and Seed sites; and the coordination and community outreach structures for Weed and Seed should be used as a platform to advance PSN.
- CCDO requires that each site have an overall Weed and Seed Coordinator (for those Officially Recognized) or Director (for WSCs). It is strongly recommended that this be a full-time position, to be funded through reallocation of existing site resources and/or CCDO grant funds. For sustainability purposes, it will be necessary that prior to the conclusion of the grant period, this position be supported via resources other than the Weed and Seed grant.
- A background check is required for all Weed and Seed site coordinators/directors. In addition, the U.S. Attorney must give approval of a candidate for the position before he/she may be hired. A list of final candidates for the coordinator/director position must be delivered to the U.S. Attorney 15 days before the hiring decision is made.

- All sites are required to have Internet capability to be able to apply for grant funds through OJP, facilitate communication with CCDO, and support other site activities, and may use their grant funds for this purpose. Sites that do not have an Internet account established can contact the GMS Hotline at (888) 549-9901 for assistance in creating an account.
- Applicants are encouraged to invest Weed and Seed funds in the improvement of their crime analysis and resource mapping capacity.

As a condition of award, Weed and Seed sites must comply with the following after acceptance of the FY 2008 award by the grantee:

- **Steering Committee Policies and Procedures.** The site must submit to CCDO current policies and procedures adopted by the Steering Committee within 90 days of the adoption. Any changes to these policies and procedures must be submitted throughout the grant term as those changes are adopted.
- **Mini-grants (Sub-grants) Procedures. Sites intending to award mini-grants (sub-grants) must ensure that those mini-grant awards will be made for criminal justice purposes. Mini-grants made for anything other than criminal justice purposes will be deemed unallowable expenses.** "Criminal justice" is defined as "activities pertaining to crime prevention, control, or reduction, or the enforcement of the criminal law, including, but not limited to, police efforts to prevent, control, or reduce crime or to apprehend criminals, including juveniles, activities of courts having criminal jurisdiction, and related agencies (including but not limited to prosecutorial and defender services, juvenile delinquency agencies and pretrial service or release agencies), activities of corrections, probation, or parole authorities and related agencies assisting in the rehabilitation, supervision, and care of criminal offenders, and programs relating to the prevention, control, or reduction of narcotic addiction and juvenile delinquency."

Prior to the announcement of Request for Proposals, the grantee is required to provide documentation of the procedures for award and management to be used in the mini-grant process. The procedures must include a clear description of the award process, the areas (not necessarily the recipients) included, and the specific activities that the awards will fund. Primary recipients must comply with the requirements of the OJP Financial Guide. Sub-recipients must comply with State laws and procedures (if applicable), OMB Circulars, and Government-wide common rules specific to the organization type.

- **Safe Havens.** A Safe Haven is a multi-service center where a variety of youth and adult services are coordinated in a highly visible, accessible facility that is secure against crime and illegal drug activity. Since Safe Havens are a key element of the Weed and Seed strategy, all sites are encouraged to have at least one Safe Haven. Sites must locate the Safe Haven(s) within the designated Weed and Seed area, or request and justify an exception as part of the grant application; if an exception is approved the site's CCDO program manager will provide the site with the related accounting requirements. For additional guidance on Safe Havens, see the *Weed and Seed Implementation Manual*, which can be downloaded from www.ojp.usdoj.gov/ccdo/pub/welcome.html.

- **Background Screening Requirement for Staff Working with Children (including Site Coordinators or Directors).** Screening of people working with children is an important element of managing a Safe Haven and other youth-focused activities and is required by a special condition of the Weed and Seed grant. Sites must develop written protocols to screen all staff that work with children, including the site coordinator or director.

Guidance on developing and implementing background screening protocols can be found in the Weed and Seed memorandum dated November 5, 2002. Additional guidance also can be found in the Weed and Seed memorandum dated December 30, 2003, "Guidelines for the evaluation of information obtained in state and national criminal background checks on employees and volunteers who work with or have responsibilities over children, the elderly, and individuals with disabilities at Weed and Seed Sites," located in the *Training and Supplemental Materials for 2008 Weed and Seed Continuation Funding Applicants* at www.ojp.usdoj.gov/ccdo/funding/appl_kit.html. Also reference "Guidelines for the Screening of Persons Working with Children, the Elderly, and Individuals with Disabilities in Need of Support," published by the Office of Juvenile Justice and Delinquency Prevention (OJJDP) in April 1988, NCJ 167248, which can be requested from OJJDP's Clearinghouse by calling (800) 638-8736.

- **Special Emphasis Initiatives (Not applicable to Track II WSC Continuation sites)**

Track I Officially Recognized Continuation sites may budget **up to \$25,000** of the eligible funding amount to implement targeted programs encompassing **one** of the following areas. (See page 13 for additional funding guidance.) Descriptions of these areas can be found in the *Training and Supplemental Materials for 2008 Weed and Seed Continuation Funding Applicants* at www.ojp.usdoj.gov/ccdo/funding/appl_kit.html.

- A) Gun Law Enforcement
- B) Justice Innovations
- C) Faith-Based/Community-Based Initiatives
- D) Anti-Gang Crime Initiatives
- E) Anti-Drug/Alcohol Abuse Strategies
- F) Methamphetamine Lab/Environmental Activities
- G) Victim Services
- H) Re-Entry Programs for Offenders
- I) Local Evaluation
- J) Prevention Specialty Programs (including Truancy Prevention, Conflict Resolution, Prevention Through the Arts, Mentoring, and Computer Learning Centers)
- K) Neighborhood Restoration

The applicant must include a separate narrative about the initiative selected in the Special Initiatives section of the program narrative. In addition, the application budget must clearly specify how the funds requested will be spent for the initiative. Sites should integrate Special Emphasis Initiatives into their overall site strategy and budget, and support them with existing local, state, and other Federal resources, using the Weed and Seed funding only as a "gap-filler" until full, continuing funding can be developed by the site.

Accessing Technical Assistance (TA) and Training. Technical assistance and training are designed to equip Weed and Seed sites with the tools to enhance the work they are doing on their strategies and to strengthen their communities. Weed and Seed sites can submit a written TA request asking CCDO to pay for on-site technical assistance or training. Additionally, to assist CCDO in planning appropriate TA and training services, all Continuation applicants must complete the Technical Assistance Assessment form provided in the *Training and Supplemental Materials for 2008 Weed and Seed Continuation Funding Applicants* at www.ojp.usdoj.gov/ccdo/funding/appl_kit.html.

Further information about Weed and Seed technical assistance and training can be accessed at www.ojp.usdoj.gov/ccdo/training/welcome.html. Sites also should take advantage of training supported by other Federal grants; e.g., the training provided by the Regional Community Policing Institutes supported by the DOJ COPS Office (access the “Training” link under “News & Events” at the COPS web site: www.cops.usdoj.gov/)

- **National Evaluation.** Sites must agree to cooperate with any local or national evaluation under the auspices of DOJ during the course of the grant period.
- **Local Evaluation.** Sites are expected to perform a local evaluation. All sites are encouraged to develop an arrangement with an academic or analytic partner to analyze their crime problems and evaluate the site’s strategy and programs. At a minimum, each site must have in place a plan to measure the success of its strategy and programs.

Technical assistance can be requested by sites under the site-driven technical assistance system to help plan for these local evaluations. In addition, sites may call upon their state’s Statistical Analysis Center (SAC) for assistance. The Justice Research and Statistics Association (202-842-9330) can help connect sites with their SAC.

Sites are encouraged to review *Evaluating a Weed and Seed Strategy* (NCJ 191723), a step-by-step approach to a comprehensive local Weed and Seed evaluation. The publication is available in PDF and text formats on the CCDO website at www.ojp.usdoj.gov/ccdo/pub/welcome.html. Guidance on local evaluation also can be obtained from the OJP Bureau of Justice Assistance’s Center for Program Evaluation: www.ojp.usdoj.gov/BJA/evaluation/.

Funding Policies

All awards are subject to the availability of appropriated funds and any modifications or additional requirements that may be imposed by law.

Sites will be eligible to apply during the FY 2008 funding cycle **only** if all of the following criteria are met:

- The site received Weed and Seed designation after May 31, 2003, **or** the site is otherwise approved under the *Impact of New Weed and Seed Funding Policy* memorandum, dated May 17, 2005).
- The site is in good financial standing with a low unobligated balance of funds.
- The site is in good programmatic standing.

Amount and Length of Awards: All Weed and Seed awards will last for 12 months. At least 50 percent—but no more than 60 percent—of any Continuation site’s total grant award must be used for “weeding,” including community policing.

- **Track I Officially Recognized Continuation sites may apply for funding up to \$200,000:** \$175,000 in core funding plus \$25,000 for one Special Emphasis Initiative. If the entire \$25,000 is not budgeted for a Special Emphasis Initiative, then the site’s total funding request must represent the actual, reduced amount of Special Emphasis funding. Track I Officially Recognized **unfunded** sites may apply for funding up to \$175,000.
- **Track II WSC Continuation sites may apply for up to \$250,000.** The Special Emphasis funding option **is not** applicable to WSCs.

Limitation on use of award funds for employee compensation; waiver: No portion of any award of more than \$250,000 made under this solicitation may be used to pay any portion of the total cash compensation (salary plus bonuses) of any employee of the award recipient whose total cash compensation 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. (The salary table for SES employees is available at opm.gov.)

This prohibition may be waived at the discretion of the Assistant Attorney General for the Office of Justice Programs. An applicant that wishes to request a waiver should include a detailed justification in the budget narrative for the application.

Match Requirement: A grant made under this program may not cover more than 75 percent of the total costs of the project being funded. The applicant must identify the source of the 25 percent non-federal portion of the budget and how match funds will be used. ***Applicants may satisfy this match requirement with either cash or in-kind services.*** The formula for calculating match is:

Award amount = Adjusted Project Costs X Recipient’s share = required match
Federal Share

Example: 75/25% match requirement

For federal award amount of \$200,000, match would be calculated as follows:

$$\frac{\$200,000}{75\%} = \$266,667 \times 25\% = \$66,667 \text{ match}$$

For federal award amount of \$250,000, match would be calculated as follows:

$$\frac{\$250,000}{75\%} = \$333,333 \times 25\% = \$83,333 \text{ match}$$

Matching funds are restricted to the same uses of funds as allowed for Federal funds. The match requirement can be satisfied with either cash or in-kind services. An in-kind match must be documented in the same manner as grant-funded activities. The cost of activities counted as match must be directly related to the project goals and objectives, and should be included as part of any evaluation or assessment. The budget details and budget narrative must identify the source of the 25 percent non-Federal portion of the budget, and provide details about how the matching funds will be used. (See the sample budget in the *Training and Supplemental Materials for 2008 Weed and Seed Continuation Funding Applicants* at www.ojp.usdoj.gov/ccdo/funding/appl_kit.html.) The [OJP Financial Guide](#) provides additional information on the types and sources of match funds.

Limitations on Weed and Seed Funding: A Weed and Seed community may not receive grants for a period of more than 5 separate fiscal years or in an aggregate amount of more than \$1,000,000.

Limit on Funding per Jurisdiction: CCDO has a limit on funding equal to 3 Federal Weed and Seed-funded sites per city or county within a given fiscal year. If a city includes counties, the limit applies to the city; if a city has a population of over 5 million, the limit is 4 Federal Weed and Seed-funded sites. Other sites within the jurisdiction may have Official Recognition status.

Travel and Training Funds: Each Weed and Seed site can budget up to a maximum of \$7,500 in grant funds for training expenses and travel to CCDO-sponsored conferences and training. Sites should seek prior approval from their program manager prior to any other use of these funds.

Weeding Funds: At least 50 percent—but no more than 60 percent—of the “total award” (e.g., at least \$100,000 of \$200,000 or \$125,000 of \$250,000) must be used to support weeding activities, which may include community policing activities. The funds must support the approved weed strategy and should provide primarily innovative and creative programs and activities as weeding efforts.

Limit on Overtime Payments: The applicant must not allocate more than half of the weeding portion to law enforcement overtime. In addition, Weed and Seed program policy limits maximum reimbursement for overtime to law enforcement officers employed by state and local agencies at a rate equivalent to \$12,676 (25 percent of a GS-10, Step 1) **per officer**, per year. This limit on reimbursement does not affect the actual pay rate set by the parent agency for its state/local officers: the parent agency should still pay officers at its own rate, whether or not the Federal reimbursement covers the full amount.

Sample Law Enforcement/Community Policing Budget Items: The following are examples of types of expenditures sites can consider when developing their law enforcement/community policing budgets. **NOTE: These are examples only. Sites are expected to budget**

appropriate items necessary for the implementation of their law enforcement/community policing strategies.

- Dual & tri band radios or 800mhz radios that would allow departments to use one radio system.
- Communications equipment that would link channels and bands of all first-responders' radio frequencies.
- Audio and video for undercover work, which can include body wires, microphones, tape recorders, still/digital cameras, and video cameras.
- Vision enhancement binoculars - standard and long range night vision equipment.
- Global Positioning Systems (GPS) tracking equipment for vehicle surveillance.
- 911 Gunfire alert systems.
- Radar trailers.
- Bicycles and related equipment and uniforms.
- Vehicle rentals for short term undercover assignments/surveillance.
- Computers and software.
- Crime mapping equipment and software.
- Any supplies or other equipment directly related to the W/S site.
- Training for use of any of the equipment purchased.
- Law enforcement training that would enhance the efficiency and effectiveness of the officers assigned to the W/S initiative.
- Developing and printing a resource guide for Weed and Seed site residents that provides information on resources and agencies available to help with law enforcement and related Weed and Seed issues.
- Overtime for officers. (Refer to "Limit on Overtime Payments" above.)
- Expenditures needed to deal with threats to the safety of Weed and Seed partners.

Safe Haven Van Purchase/Lease: Generally, lease of a van is preferable to purchase. Case-by-case review will be given to requests for grant funds for purchase of a van for use in conjunction with a safe haven.

Unallowable Costs: Grant funds will not be approved for the following (new items are in bold):

- Purchase of police patrol cars or community policing vans.
- Guns (including gun buy-backs), ammunition, or **tasers**.
- Canines and any canine-related expenses.
- Construction, renovations, demolitions, repairs of any kind, or any related materials.
- Playground equipment.
- Mini-grants (sub-grants) that are not for criminal justice.
- Incentives, stipends, or gifts.
- Monetary awards or scholarships.
- Staff bus passes.
- Staff parking or staff mileage/transportation between home and the workplace.
- Promotion/Marketing costs in excess of \$3,000 per year.
- Field trips not in direct support of a specific program or project.
- Salary for an Administrative Assistant, except for assisting a Site Coordinator who manages more than one site.
- **Indirect costs and/or administrative costs in excess of 10 percent of the grant.**
- **Segway Human Transporters.**
- **Base salaries for police officers. Only overtime payments are allowed within the limits defined by this solicitation.**
- **DEFY Program Phase I and II combined costs in excess of \$10,000 per fiscal year.**

- **Police overtime for DEFY Program participation, as DEFY is a volunteer initiative.**
- **National Night Out and/or community day expenditures in excess of \$2,500 per year.**
- **Safe Haven van maintenance.**

Revision of Grant Budgets: Any proposed revision to a grant award must be accompanied by relevant excerpts from the Steering Committee minutes and the Steering Committee Chairperson's signature before CCDO will approve the proposed revision.

Performance Measures

To assist in fulfilling the Department's responsibilities under the Government Performance and Results Act (GPRA), P.L. 103-62, applicants who receive funding under this solicitation must provide data that measures the results of their work. Performance measures for this solicitation are as follows:

Objective	Performance Measures	Data Grantee Provides
Enable communities to reduce violent and drug crime.	Average change in crime rate in the Weed and Seed sites.	Number of homicides, robberies, aggravated assaults, burglaries, weapons offenses, and drug arrests in the Weed and Seed site.
	Percent reduction in homicides per site funded under the Weed and Seed Program.	Number of homicides per site.
	Number of homicides per site.	Number of homicides per site.
	Percentage of sites including a multi-jurisdictional task force.	Number of sites including a multi-jurisdictional task force.
	Percentage of sites that have a prosecutor dedicated to trying firearms cases.	Number of sites that have a prosecutor dedicated to trying firearms.
	Percentage of sites using 3 or more community policing activities.	Identification of foot/bike patrols, substations, crime watch, and participation in community meetings.
	Number of drug arrests per site.	Number of drug arrests per site.

Strengthen community capacity to increase the quality of life.	Number of faith-based partnerships.	Number of faith-based grantees, sub-grantees, and representatives on the site Steering Committee.
Promote long-term community health and resilience.	Number of sites that have secured other sources of funding.	Types and amounts of leveraged resources and in-kind contributions.
Promote the assessment and effectiveness of services provided in the site.	Number of sites that conducted a local evaluation. Number of site monitoring visits conducted.	Methods to be used for reporting, monitoring, and assessing the local Weed and Seed strategy. Cooperation in planning and conducting site monitoring visits.

Failure to report can result in the termination of CCDO’s funding and the site’s designation status.

Because the success of local Weed and Seed sites depends on sound strategic planning and decisions, CCDO **requires** the local WSC sites to identify performance measures that will guide their own strategy development and implementation activities.

WSCs should develop and submit for CCDO approval additional performance measures, beyond those noted in this guideline, pursuant to their unique program activities.

How to Apply

Grants Management System Instructions: Applications must be submitted through the online Grants Management System (GMS). We suggest that you begin the process early, especially if this is the first time you have used the system. Each application requires a separate GMS registration. **The GMS registration deadline for applications under this solicitation is 4:00 p.m. eastern time on Tuesday, January 15, 2008, and the application deadline is 8:00 p.m. eastern time on Tuesday, January 15, 2008.** To learn how to begin the online application process, go to <http://www.ojp.usdoj.gov/funding/> and refer to the **GMS Application Procedures Handbook**: a step-by-step guide for applying online. For additional information, please call the GMS Help Desk at **1-888-549-9901**. The *Training and Supplemental Materials for 2008 Weed and Seed Continuation Funding Applicants* at www.ojp.usdoj.gov/ccdo/funding/appl_kit.html contains additional step-by-step guidance on using the Grants Management System.

Please note: OJP's GMS does not accept executable file types as application attachments. These disallowed file types include, but are not limited to, the following extensions: ".com", ".bat", ".exe", ".vbs", ".cfg", ".dat", ".db", ".dbf", ".dll", ".ini", ".log", ".ora", ".sys", and ".zip".

CFDA Number: The Catalog of Federal Domestic Assistance (CFDA) number for this solicitation is 16.595, titled "Community Capacity Development Office."

A DUNS number is required: The Office of Management and Budget requires that all businesses and nonprofit applicants for Federal funds include a DUNS (Data Universal Numeric System) number in their application for a new award or renewal of an award. Applications without a DUNS number are incomplete. A DUNS number is a unique nine-digit sequence recognized as the universal standard for identifying and keeping track of entities receiving Federal funds. The identifier is used for tracking purposes and to validate address and point of contact information. The DUNS number will be used throughout the grant life cycle. Obtaining a DUNS number is a free, simple, one-time activity. Obtain one by calling 1-866-705-5711 or by applying online at <http://www.dunandbradstreet.com>. Individuals are exempt from this requirement.

What an Application Must Include

Standard Form 424: Completion of the Overview information in GMS provides the information required to populate the SF-424, Application for Federal Assistance. Applicants must ensure that all data fields are filled. The Federal cognizant audit agency and fiscal year of the applicant organization should be listed in block 11 of the form. Applicants must ensure that the information for the authorizing official and alternate contact are filled out correctly. The authorizing official is the individual authorized to accept grant funds on behalf of your agency. If the individual applying online is not the authorizing official, that individual must list the authorizing official's name and contact information where appropriate.

Budget and Budget Narrative: Applicants must provide a budget that complies with the funding guidance that begins on page 13 of this solicitation. The budget must be allowable, reasonable, and support the goals, objectives, and activities of the approved Weed and Seed strategy. Applicants must submit a budget worksheet and budget narrative in one file. The

OMB-approved Budget Detail Worksheet may be used as a guide to assist in the preparation of the budget and budget narrative. The Budget Detail Worksheet form is available at <http://www.ojp.usdoj.gov/forms.htm>. The *Training and Supplemental Materials for 2008 Weed and Seed Continuation Funding Applicants* at www.ojp.usdoj.gov/ccdo/funding/appl_kit.html contains CCDO-specific instructions and samples to assist applicants in preparing the Weed and Seed budget and budget narrative.

Program Narrative: The program narrative describes the proposed Weed and Seed strategy and must respond to the following selection criteria as instructed on the pages that follow: Statement of the Problem, Program Design and Implementation, Capabilities and Competencies, and Impact/Outcomes and Evaluation. The *Training and Supplemental Materials for 2008 Weed and Seed Continuation Funding Applicants* at www.ojp.usdoj.gov/ccdo/funding/appl_kit.html contains examples for each section of the program narrative.

NEW! Beginning in FY 2008, there are two selection criteria tracks for Continuation Sites. Track I (pages 21-22) is to be completed by Continuation Sites that received Official Recognition (OR) designation by or before June 1, 2006. Track II (pages 24-26) is to be completed by Continuation Sites with Weed and Seed Communities (WSC) designation effective October 1, 2007, and beyond.

Other Required Attachments: Other attachments are listed below. Any signed document that cannot be uploaded in an electronic format that displays signatures must be faxed to the GMS RightFax line at 202-354-4147. The GMS-assigned application number must be listed on the fax cover sheet and each page of the fax.

- (1) **NEW!** **Technical Assistance Assessment.** Complete the form provided in the *Training and Supplemental Materials for 2008 Weed and Seed Continuation Funding Applicants* at www.ojp.usdoj.gov/ccdo/funding/appl_kit.html.
- (2) **Site Summary.** Follow the format provided in the *Training and Supplemental Materials for 2008 Weed and Seed Continuation Funding Applicants* at www.ojp.usdoj.gov/ccdo/funding/appl_kit.html.
- (3) **National Directory Update.** Complete the form provided in the *Training and Supplemental Materials for 2008 Weed and Seed Continuation Funding Applicants* at www.ojp.usdoj.gov/ccdo/funding/appl_kit.html.
- (4) **Signed U.S. Attorney Letter of Commitment** certifying that the Weed and Seed community suffers from consistently high levels of crime and that the U.S. Attorney's Office is actively involved in the site's ongoing implementation of its Weed and Seed strategy.
- (5) **NEW!** **Tribal Resolution, if applicable.** Each tribal applicant **must** submit a tribal resolution. If a tribal consortium is applying for resources, a tribal resolution must be provided by each participating Indian tribe. If a non-tribal applicant partners with an Indian tribe, a tribal resolution must be included with the application to demonstrate tribal government's participation.
- (6) **Completed/Signed Accounting System and Financial Capability Questionnaire, if applicable.** This form is required of all new non-profit organization applicants that have no prior grants with any offices/bureaus within the Office of Justice Programs. (download form from www.ojp.usdoj.gov/forms.htm)
- (7) **Signed Confidential Funds Certification, if applicable.** Refer to the sample in Chapter 8 of the OJP Financial Guide at www.ojp.usdoj.gov/FinGuide/part3chap8.htm.

TRACK I SELECTION CRITERIA (pages 21-22)

To be completed by Continuation Sites that received Official Recognition (OR) Designation by or before June 1, 2006.

Track I Selection Criteria – Officially Recognized Sites

1. Statement of the Problem

Provide a summary describing the drug and violent crime problems currently affecting the designated site and emerging problems or significant changes in the level of a specific problem, such as gang activity, re-entry of ex-offenders into the community, firearms usage, burglaries, motor vehicle thefts, etc. ALL claims must be substantiated with current statistical data. Also briefly describe the current resource needs and service gaps. Reference the site's OR for specifics and update the statistics where applicable. Statistical data should not be more than 2 years old.

2. Program Design and Implementation

- a. **Scope of Work:** This section outlines the scope of work for the next 12 months. Identify what cycle or year this scope of work will encompass (e.g., year 3 of the 5-year cycle), and based upon the analysis provided in the "Statement of the Problem," provide the following information in a separate chart for each of the four Weed and Seed strategy components:

Summary of each component's overall Strategy: Using no more than three sentences, state the overall strategy for the component.

Goal(s): Taken from your original Official Recognition Strategy (OR) or revisions thereto. What is the status of this goal? Specify the stage the site is in for achieving/completing this goal.

Objective(s): Taken from your original OR or revisions thereto. What is the status of this objective? Specify the stage the site is in for achieving/completing this objective.

Activity/Task/Project(s): What specifically will be conducted during Year X (enter the year your site is in relative to the 5-year cycle) to achieve said objective. Identify efforts underway and any new efforts or programs, including both Weed and Seed-funded and non-Weed and Seed-funded efforts, which will respond to the issue. Emphasis should be placed on activities that represent collaborative efforts among various federally and non-federally funded programs, especially any jointly funded programs, whether or not they are funded under the Weed and Seed Program.

Implementation Plan: When will this activity/task/project begin, and what is the anticipated completion date of this activity/task/project? Name responsible/implementing party for the activity/task/project.

Outcome Measure(s): What standard of measurement will be utilized to assess the progress toward this goal or objective based upon the activity/task/project conducted during this 12-month period? Focus on the **results** ("outcomes") you intend to achieve and how those results will be measured.

Funding Support: Identify the source(s) of funding to support the activities including non-Weed and Seed funds. Also, identify the section in the budget detail that reflects the Weed and Seed funds allocated in support of the activities.

- b. **Special Emphasis Narrative:** Describe the issues facing the community to support the selection of a particular special emphasis area. The discussion must be supported with data to substantiate claims. For a special emphasis area that is being continued from one year to the next, the narrative must also include the following: a) Identify the project(s) being supported with Weed and Seed funds; b) Summarize the accomplishments of project(s); c) State the number of years each project has been

supported with Weed and Seed funds; d) Identify the percentage of Weed and Seed funds contributed to the sustainment of each project implemented in this area; and e) Identify non-Weed and Seed contributors and the percentage of their contribution to the project.

3. Capabilities and Competencies

a. Management and Organizational Capability: The discussion must include the following: a) A brief statement defining the role and responsibility of the fiscal agency; b) A brief statement defining the role and responsibility of the Steering Committee; c) **A list clearly identifying each member of the Steering Committee, including name, title, organization, phone number, and contribution to furthering the goals and objectives of the Weed and Seed strategy;** d) An organizational chart that includes reporting sequence for site coordinator; and e) Description of the process by which a program is chosen to be funded, and how decisions are ratified by the Steering Committee.

b. Coordination

The Federal Role: Provide a brief narrative describing the activities the U.S. Attorney's Office and other Federal agencies will lead or participate in.

Collaborations: List and describe the strategy's current collaborations among agencies, organizations, residents, non-profits, and other stakeholders. **The discussion should include whether or not the designated area falls within a Federal, state, or local Empowerment Zone (EZ), Enterprise Community (EC), Renewal Community, Hope VI (HUD), or Brownfields (EPA) area. Additionally, if applicable, please discuss specific coordination with Project Safe Neighborhoods (DOJ), Drug-Free Communities (SAMHSA), and the State Department of Corrections and/or Juvenile Justice Agency in the implementation of the Prisoner Reentry Initiative (PRI) funded in your state.** The summary should include the name of participating agencies/entities, name of agency representative, activities conducted by the agency that contribute to the achievement of Weed and Seed goals and objectives, funding contribution, and in-kind resources.

4. Impact/Outcomes and Evaluation

a. Evaluation: Describe methods to be used for reporting, monitoring, and assessing the strategy. Focus on the **results** ("outcomes") you intend to achieve and how the achievement of each result will be objectively measured.

b. Sustainability: There is no guarantee of continuation funding. Therefore, applicants are required to include a statement describing in detail their capacity to continue the strategy after Weed and Seed funds are no longer available. **In addition, Weed and Seed funding applicants are required to identify other funding sources. By the end of the 5-year funding eligibility period, leveraged funding should equal or exceed \$875,000.**

5. Budget

See "Budget and Budget Narrative" section on page 18 for a description of the budget requirements.

TRACK II SELECTION CRITERIA (pages 24-26)

To be completed by Continuation Sites with Weed and Seed Community (WSC) designation effective October 1, 2007, and beyond.

Track II Selection Criteria – New Weed and Seed Communities (WSCs)

WSCs must provide information, report on activities and describe future plans within the context of approved Weed Effort(s) and Seed Efforts(s) reached in agreement with CCDO.

1. Statement of the Problem

Describe the drug and violent crime problems currently affecting the designated site, together with emerging problems or significant changes in the level of a specific problem, such as gang activity, re-entry of ex-offenders into the community, firearms usage, burglaries, motor vehicle thefts, etc. ALL claims must be substantiated with current statistical data. Also briefly describe the current resource needs and service gaps. Reference the site’s initial WSC application for specifics and update the statistics where applicable. Statistical data should not be more than 2 years old.

2. Program Design and Implementation

a. Description of Efforts: A minimum of two efforts (i.e., one Weed and one Seed) must be fully described and sustainability accounted for at the end of the first two fiscal years of development by the Weed and Seed site.

Efforts are the overarching themes within which all plans are to be configured. The elements of a site’s strategic efforts should be inter-related and part of an overall strategy that will reduce crime, increase public safety, and improve the neighborhood. The Weeding efforts of a strategy must be about addressing and reducing crime and must complement the Seeding strategy efforts.

The following matrix sets forth expected reporting relationships:

Efforts	equate to	Goals
Programs	equate to	Objectives
Activities	equate to	Tasks

Weed efforts will contain Law Enforcement and Community Policing strategies Seed efforts will contain prevention, intervention and treatments and neighborhood restoration strategies.

b. Scope of Work: This section outlines the scope of work for the next 12 months. Based upon the analysis provided in the “Statement of the Problem,” provide the following information in a separate chart for each Weed and Seed strategy effort:

Summary of each component’s overall Strategy: Using no more than three sentences, state the overall strategic effort.

Goal(s): Taken from your original WSC application or revisions thereto. What is the status of this goal? Specify the stage the site is in for achieving/completing this goal.

Objective(s): Taken from your original WSC application or revisions thereto. What is the status of this objective? Specify the stage the site is in for achieving/completing this objective.

Task(s)/Project(s): What specifically will be conducted during Year 2 to achieve said objective. Identify efforts underway and any new efforts or programs, including both Weed and Seed-funded and non-Weed and Seed-funded efforts, which will respond to the issue. Emphasis should be placed on activities that represent collaborative efforts among various federally and non-federally funded programs, especially any jointly funded programs, whether or not they are funded under the Weed and Seed Program.

Implementation Plan: When did or will this task/project begin, and what is the anticipated completion date of this task/project? Name responsible/implementing party for the task/project.

Outcome Measure(s): What standard of measurement will be utilized to assess the progress toward this goal or objective based upon the task/project conducted during this 12-month period? Focus on the **results** (“outcomes”) you intend to achieve and how those results will be objectively measured.

Funding Support: Identify the source(s) of funding to support the activities including non-Weed and Seed funds. Also, identify the section in the budget detail that reflects the Weed and Seed funds allocated in support of the activities.

Transition Plan(s): Applicants should indicate where various programs are being transferred and institutionalized into existing, redefined or new community or state agencies (e.g., reentry services managed by the community correctional center).

c. Identification of New Effort(s): Identify in general terms a minimum of one Weed and one Seed effort which will begin in year 3 to build upon current activities.

d. Accomplishments of Project(s): 1) State the number of years each project will be supported with Weed and Seed funds; 2) Identify the percentage of Weed and Seed funds contributed to the sustainment of each project implemented in this area; and 3) Identify non-Weed and Seed contributors and the percentage of their contribution to the project.

3. Capabilities and Competencies

a. Management and Organizational Capability: The discussion must include the following: a) A brief statement defining the role and responsibility of the fiscal agency; b) A brief statement defining the role and responsibility of the Steering Committee; c) **A list clearly identifying each member of the Steering Committee, including name, title, organization, phone number, and contribution to furthering the goals and objectives of the Weed and Seed strategy;** d) An organizational chart that includes reporting sequence for site coordinator; and e) Description of the process by which a program is chosen to be funded, and how decisions are ratified by the Steering Committee.

b. Coordination

The Federal Role: Provide a brief narrative describing the activities the U.S. Attorney’s Office and other Federal agencies will lead or participate in.

Collaborations: List and describe the strategy effort’s current collaborations among agencies, organizations, residents, non-profits, and other stakeholders. **The discussion should include whether or not the designated area falls within a Federal, state, or local Empowerment Zone (EZ), Enterprise Community (EC), Renewal Community, Hope VI (HUD), or Brownfields (EPA) area. Additionally, if applicable, please discuss specific coordination with Project Safe Neighborhoods (DOJ), Drug-Free Communities (SAMHSA), and the State Department of Corrections and/or Juvenile**

Justice Agency in the implementation of the Prisoner Reentry Initiative (PRI) funded in your state. The summary should include the name of participating agencies/entities, name of agency representative, activities conducted by the agency that contribute to the achievement of Weed and Seed goals and objectives, funding contribution, and in-kind resources.

4. Impact/Outcomes and Evaluation

- a. **Evaluation:** Describe methods to be used for reporting, monitoring, and assessing the strategy. Focus on the **results** (“outcomes”) you intend to achieve and how the achievement of each result will be objectively measured.
- b. **Sustainability:** There is no guarantee of continuation funding. Therefore, applicants are required to include a statement describing in detail their capacity to continue the strategy after Weed and Seed funds are no longer available. ***In addition, Weed and Seed funding applicants are required to identify other funding sources. By the end of the 5-year funding eligibility period, leveraged funding should equal or exceed \$875,000.***

5. Budget

See “Budget and Budget Narrative” section on page 18 for a description of the budget requirements.

Review Process

FY 2008 CCDO funding decisions for Continuation sites will be based on availability of appropriated funds, a consideration of the cycle of awards made to the site (a site will receive only one award per fiscal year), the site's unobligated balances of CCDO funds from prior awards, compliance with the requirements and conditions of this solicitation, past performance, past awards, and all OJP reporting requirements (including GPRA reporting every year, even if a Continuation site is not submitting a funding application in a given year).

Additional Requirements

Successful applicants must agree to comply with the following additional requirements prior to receiving grant funding. Detailed information for each can be found at <http://www.ojp.usdoj.gov/funding/otherrequirements.htm>. We strongly encourage you to review the information pertaining to these additional requirements prior to submitting your application.

- Civil Rights Compliance
- Confidentiality and Human Subjects Protections regulations (if applicable)
- Anti-Lobbying Act
- Financial and Government Audit Requirements
- National Environmental Policy Act (NEPA) compliance
- DOJ Information Technology Standards
- Single Point of Contact Review
- Non-Supplanting of State and Local Funds
- Criminal Penalty for False Statements
- Compliance with Office of Justice Programs Financial Guide
- Suspension or Termination of Funding
- Government Performance and Results Act (GPRA)
- Rights in Intellectual Property
- FFATA: Solicitation Requirement Text