with the missing and exploited children issue necessary to provide capable, responsible management of a Title IV Training and Technical Assistance Program.

b. The applicant must demonstrate experience and expertise in providing technical assistance and training to a diverse audience requiring such services with regard to the missing and exploited children issues described in this solicitation.

c. The applicant must demonstrate the ability to assist in the development of missing and exploited children specialized issue-related training and service-oriented training materials to the recipient jurisdiction, professional, citizen, community needs, and other OJJDP training and technical assistance programs.

d. The applicant must demonstrate the ability to provide continuity of comprehensive missing and exploited children issue services in response to the program objectives and strategies described in this solicitation.

- 3. Program Goals and Objectives: A succinct statement demonstrating the applicant's understanding of the objectives and tasks associated with the program must be included. The application must also include a problem statement and a discussion of the past and potential future contributions of the applicant's program to the missing and exploited children issues required to be performed by an organization assuming the responsibility for the Title IV Training and Technical Assistance. The applicant must describe the proposed approach for achieving the objectives of the program and the requirements of the program strategy as detailed in this announcement.
- 4. Program Implementation Plan: The applicant must describe its proposed approach to achieving the goals and objectives of the project. A program implementation plan outlining the major activities involved in implementing the program, resource allocation, the program management must be included. A clear time-task workplan identifying major milestones, tasks, and products should be a part of the application.

The applicant should include an organizational chart depicting the roles and responsibilities of key personnel and organizational functional components that will be responsible for supporting and implementation of the program. The applicant should provide detailed position descriptions, qualifications, and criteria for selection for the positions. Part-time and practitioner professionals should also be included, with a statement of their

qualifications and experience that would directly relate to the service needs of this program. The applicant should denote which staff members are considered key project personnel and emphasize their position experience.

5. Program Budget: The applicant must provide a three year budget to be prepared by year. Any co-applicant associated costs must be detailed separately and accounted for in as much detail as the principal applicant. The applicant must provide a detailed justification for all costs by object class category as specified in the SF 424. Costs must be reasonable and the basis for these costs must be well documented in a separate budget narrative.

6. Products: A concise description of the products to be produced should be included. The applicant must describe existing and future program activities and products that have and will be developed or utilized to continue to service the program; and should describe how and who will be served by these products.

Selection Criteria

In general, all applications will be reviewed in terms of their demonstrated past, present and potential ability to continue the development and provide the requisite services for a Title IV Training and Technical Assistance Program for servicing missing and exploited children issues, as they are defined under Title IV, The Missing Children's Assistance Act. The experience and knowledge involved for delivery of these services in a capable, efficient and professional manner is, of course, a vital criteria for selection.

All applicants will be evaluated and rated based on the extent to which they meet the following criteria:

1. Organizational and programmatic capability must be demonstrated. The project management structure must be adequate for the successful conduct of the project. The applicant must have demonstrated Title IV experience and program management and information technology capabilities and experience and capabilities in the areas described and defined throughout this solicitation; experience working with the various missing children issue groups and agencies at the national, state, municipal, community, and individual levels; providing technical assistance, training and information products related to missing and exploited children; and promoting the development of professional approaches to missing children issues; providing assistance in organizational development processes for improved multi-agency delivery of services

relating to missing children issues; and the relevant experience of applicant's staff in the missing children issues and their capabilities to address the perceived program needs. Fiscal integrity and organizational stability must be demonstrated over time. (25 points)

- 2. The applicant must have demonstrated understanding of an approach to implementing the program objectives of organizing, providing and maintaining the high level service delivery demands of a Title IV Training and Technical Assistance Program. (25 points)
- 3. The qualifications of staff members identified to manage and implement the program, including consultants, must be adequate for the successful implementation of the objectives. (40 points)
- 4. The applicant must provide a sound and fully-justified budget that is cost effective to the services provided. The proposed costs must be complete, appropriate, and reasonable to the activities of the project. All costs should be fully justified in a budget narrative or with other supporting documentation. (10 points)

Award Period

The project period for the cooperative agreement supporting the Title IV Training and Technical Assistance Training Grant is three (3) years. One cooperative agreement will be awarded with an initial budget period of 12 months.

Award Amount

Up to \$750,000 has been allocated for the initial budget period. Commensurate financial support for the remaining two project budget periods will be determined by the performance of the grantee program development needs as determined by OJJDP, and the availability of funds.

Submission of Application

Applicants must submit the original, signed application (Standard Form 424) and two unbound copies to OJJDP. Application forms and supplementary information will be provided upon request for the Application Kit. Potential applicants should review the OJJDP Peer Review Guideline and the OJJDP Competition and Peer Review Procedures. These documents will be provided in the Application Kit.