issues having a direct impact on the ability and capability of a community to respond to the needs of missing, exploited, and abducted children and their families.

3. Prepare and document a comprehensive report of the research and evaluation conducted on the five selected communities. The report will be in journalistic style format. It will illustrate the strengths and weaknesses of the communities studied. This report also will provide information on why these types of community-based approaches succeed as well as fail.

Design and develop a multi-level training curriculum that incorporates all of the strengths documented in the five selected communities. The training curriculum will also incorporate information and techniques developed by other OJJDP programs and initiative in this area. The curriculum will enable jurisdictions to strategically plan, implement, and evaluate a communitybased multi-disciplinary team process for effectively addressing the issues and needs of their missing, exploited, and abducted children and their families while utilizing existing community resources.

## Program Strategies

This solicitation and resulting cooperative agreement will identify, research, evaluate, and document effective community-based organizations from around the country that use multi-disciplinary team approaches to address the complex issues related to missing and exploited children and their families.

The applicant must demonstrate, in detail, the ability to enlist and manage the technical and professional personnel that will provide knowledgeable, credible program development and professional program technology transfer to all community agencies.

The applicant must demonstrate a comprehensive and equitable process to identify a minimum of five (5) community organizations that are representative of the country.

The applicant will include in their applications a detailed plan for the establishment of a grant advisory board. The advisory board will be made up of at least ten (10) individuals representing the following agencies: law enforcement, nonfamily abduction victim parent, family abduction victim parent, nonprofit organization, social services, mental health, courts, prosecution and representative from Association of Missing and Exploited Childrens Organizations (AMECO). This board membership will be submitted to OJJDP for approval. The applicant will include in their application a detailed plan for coordination with other Title IV grant programs to incorporate state-of-the-art techniques and information into the training curricula.

1. The research and evaluation component of application must demonstrate how the information on the programs in the selected communities will be analyzed to determine their strengths and weaknesses in addressing such issues as:

- a. confidentiality
- b. sharing of information
- c. inter-agency agreements
- d. cross-training
- [e. statistical information gathering and analysis]
- f. identification and resolution of system gaps
- g. case and services management h. establishing public-private
- partnerships
- i. interaction with agencies on the state and federal levels
- j. multi-level prevention education and awareness programs
- k. conducting cooperative investigative practices
- l. resource allocation and sharing
- m. cultural diversity
- [n. education and awareness of policymakers]
- recovery and reunification of the child victims with their family and community
- p. other issues having a direct impact on the ability and capability of a community to respond to the needs of missing, exploited, and abducted children and families

Prepare and document a comprehensive written report of the research and evaluation conducted on the five selected communities. The report will be in journalistic style format. It will illustrate the strengths and weaknesses of the communities studied. This report also will provide information on why these types of community-based approaches succeed as well as fail.

The applicant must present in detail the process that will be used for the design and development of a multi-level training curriculum that incorporates all of the strengths documented in the five selected communities. The training curriculum must include:

2. Instructor's Guide:

a. Course agenda

- b. Lesson plan cover sheets for each instructional block that include:
  - (1) terminal objective
  - (2) instructor tasks
  - (3) learning objectives
  - (4) participant handout materials

3. Participants's Guide:

- a. Course agenda
- b. Participant note taking guide
- c. Reference and resource materials

The training curriculum will be designed to provide the participants with the skills and knowledge necessary to strategically plan, implement, establish, and evaluate a communitybased multidisciplinary team process for effectively addressing issues and needs of their missing, exploited, and abducted children and their families while utilizing existing community resources.

## Eligibility Requirements

Applications are invited from public agencies and not-for-profit private organizations. Applicant organizations may choose to submit joint proposals with other eligible organizations as long as one organization is designated in the application as the applicant and coapplicants are designated as such. The applicant and co-applicants must demonstrate fully the required experience to deliver continuation support services as required in section VI. Applicants must demonstrate, in addition to program knowledge and support experience, programmatic and fiscal management capabilities to implement a project of this size and scope effectively. Applicants who fail to demonstrate that they have the experienced capability to manage a program of this size and complexity will be ineligible for funding consideration.

## Specific Application Requirements

All applicants must submit a completed Standard Form 424, Application for Federal Assistance (SF 424); a Standard Form 424A, Budget Information; OJP Form 4000/3, Assurances; and OJP Form 4061/6, Certifications. In addition to these forms, all applicants must include a project summary, a budget narrative, and a program narrative.

All not-for-profit organizations who have not recently received Office of Justice Programs funding must submit a completed Accounting System and Financial Capability Questionnaire (OJP 712011).

All forms must be typed. The SF 424 must appear as a cover sheet for the entire application. The project summary should follow the SF 424. All other forms must then follow. Applicants should be sure to sign OJP Forms 4000/3 and 4061/6.

The project summary must not exceed 250 words. It must be clearly marked and typed single spaced on a single page. Applicants should take care to