



Office of Juvenile Justice and Delinquency Prevention



Enhancing School Capacity to Address Youth Violence

FY 2023 Sites – New Grantee Orientation

December 7, 2023 | 1:00 PM (Est.)



Enhancing Safety • Ensuring Accountability • Empowering Youth

ojjdp.gov

Agenda

- Overview of OJJDP and Program Team Introductions
- ESCAYV Programmatic Goals & Reporting Requirements
- Overview of LISC and Team Introductions
- LISC Training and Technical Assistance Model
- Site Introductions
- Closing

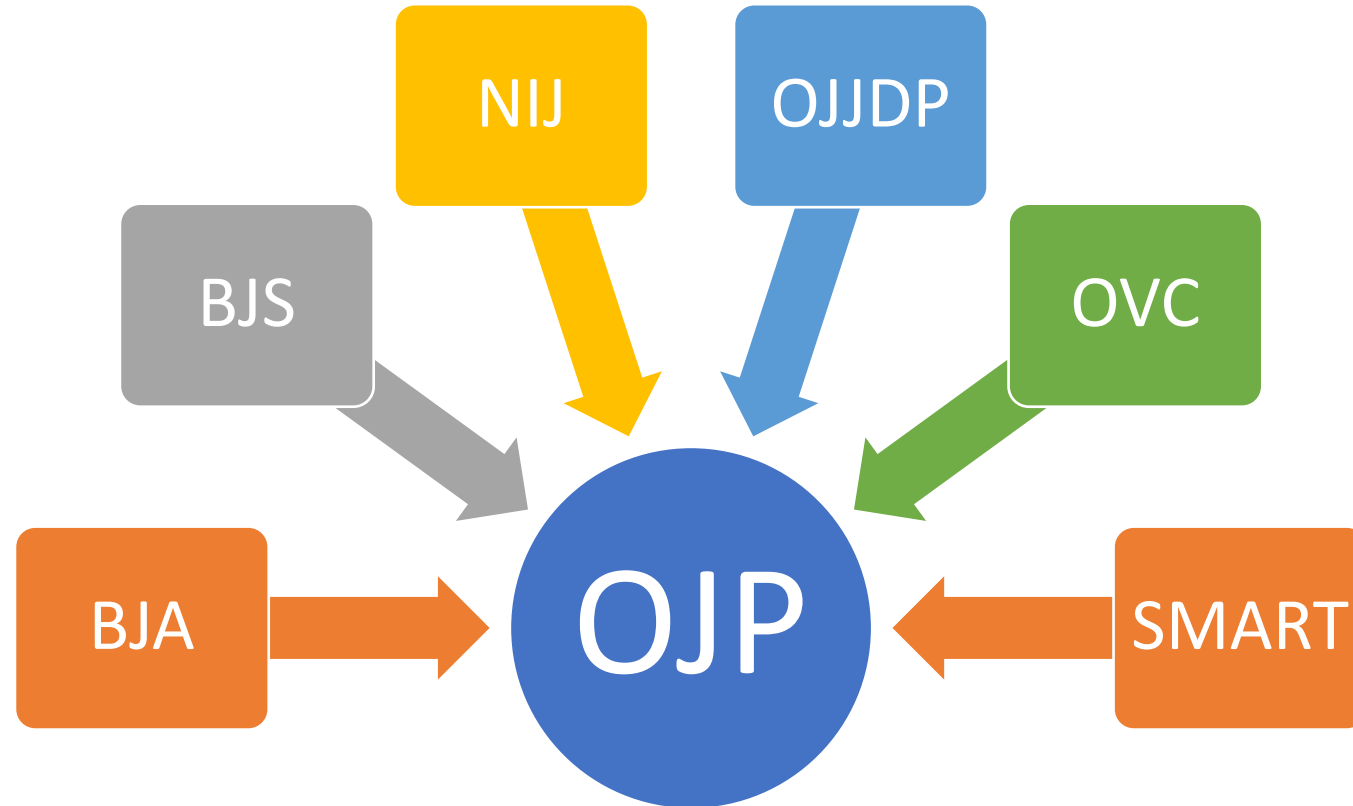
ESCAYV FY 2023 Cohort

- Administrators of The Tulane Educational Fund
- Adult Friends for Youth
- After School All-Stars
- Asian Media Access, Inc.
- City of Oakland
- Communities in Schools Central Texas
- Community Strategies, Inc.
- Community Youth Network, Inc.
- Duval County School Board
- Educational Service District 112
- Families & Youth Inc.
- Gila River Indian Community
- Hamilton County Board of Education
- Interface Community
- Little Rock School Board
- Napa County Office of Education
- Odyssey Family Counseling Center
- Sodus Central School District
- University of Arkansas for Medical Science
- University of Maryland, Baltimore
- Youth Adult Development In Action, Inc.
- YouthPower365

ESCAYV FY 2022 Cohort

- Affirming Youth Foundation, Inc.
- Boys & Girls Club of the Gulf Coast, Inc.
- Boys & Girls Club of Metropolitan Baltimore, Inc.
- Center for Community Justice, Inc.
- Chester Community Charter School
- Chris 180 Inc.
- Council on At-Risk Youth
- Kings Against Violence Initiative, Inc.
- Nelson County School District
- Oneida Nation
- Pathways to Leadership, Inc
- ROCA, Inc.
- Rockland Board of Cooperative Educational Services
- Saint Paul School District
- School Board of Manatee County
- School District of Philadelphia
- Self Awareness and Recovery
- SGA Youth and Family Services
- Shelby County Board of Education
- Shoshone-Paiute Tribes
- Strategic Solutions for Families, Inc.
- Student Assistance Services Corp.
- Volunteers Youth Justice

Office of Justice Programs



Vision

The Office of Juvenile Justice and Delinquency Prevention (OJJDP) envisions a nation where all children are free from crime and violence. Youth contact with the justice system should be rare, fair, and beneficial.



Mission

OJJDP provides national leadership, coordination, and resources to prevent and respond to youth delinquency and victimization. The Office helps states, localities, and Tribes develop effective and equitable juvenile justice systems that create safer communities and empower youth to lead productive lives.

OJJDP's Guiding Philosophy

OJJDP's guiding philosophy is to enhance the welfare of America's youth and broaden their opportunities for a better future. To bring these goals to fruition, OJJDP is leading efforts to transform the juvenile justice system into one that will Treat Children as Children; Serve Children at Home, With Their Families, in their Communities; and Open Up Opportunities for System-Involved Youth. OJJDP encourages all proposed applications that work with youth to highlight how the proposed program aligns with these priorities.



OJJDP ESCAYV Team



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OJJDP ESCAYV Team (continued)



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Importance of ESCAYV Program





Goals

The goal of this initiative is to support the development and expansion of strategies that increase school safety by preventing and reducing school violence.

Objectives

- Improve school capacity to prevent and intervene early to incidents of violence.
- Enhance and expand partnerships between school systems and community-based organizations to address school violence.
- Expand opportunities for family engagement with school personnel to mutually address risk factors for violence.
- Improve communication between home and school to enhance protective factors for student success.

Grant Administration: Getting Started

- Accept award in JustGrants. 
- Review Award Conditions. 
- If award amount changed, submit revised budget to Program Manager via email as promptly as possible. 
- Make sure you have different points of contact in JustGrants:
Grant Award Administrator and Financial Manager. 

Grant Administration: Getting Started

(continued)

Review all Award Conditions – Noteworthy:

- Online Financial Training Requirement for Grant Award Administrator and Financial Manager of the grant at: <https://www.ojp.gov/training/fmts.htm>.
- Determination of Suitability for safeguarding youth – Please refer to OJP guidance available at: [ojp.gov/funding/Explore/Interact-Minors.htm](https://www.ojp.gov/funding/Explore/Interact-Minors.htm).
- Withholding of Funds (Budget) – no obligating or expending funds until budget approved.
- Grantee Meeting Requirement.

Grant Management – Yours and Ours

Three Key Parts

- **Programmatic:** Managing implementation and progress to goals, monitoring changes in scope of work and program refinements.
- **Fiscal:** Budgets and budget revisions, accounting and fiscal oversight.
- **Administrative:** Management, documentation and tracking of administrative aspects such as personnel, timesheets, timely and accurate grant reporting etc.



Your OJJDP Program Manager

Your OJJDP program manager is your primary contact –

Program Managers....

- Provide support for program development (e.g., strategic consultation, referral to resources or technical assistance).
- Review and approve programmatic changes.
- Monitor program implementation.
- Facilitate and support your administration of the grant.

Important Tip: *Always* include your Grant Number in communications

Managing Your Award

JustGrants

- Your official award file
- Password is needed -Helpdesk is available.
- Grantees determine the three main assigned roles and contacts in JustGrants:
 - Authorized representative (person with signing authority to accept the award)
 - Points of contact and
 - Financial contacts.

Important Tip: Keep the contact information current in JustGrants and make sure all *three assigned roles are different persons*. These are the persons who will receive automatic notices from JustGrants.

Performance Reporting

Semi-annual Performance Reports

- Progress reports shall be submitted within 30 days after the end of the reporting periods, which are June 30 and December 31, for the life of the award. These reports will be submitted online to the Office of Justice Programs, at: <https://justicegrants.usdoj.gov>.
- Performance Measurement Data shall be submitted within 30 days after the end of the reporting periods and also should be submitted in JustGrants.

Financial Reporting

SF-425 Federal Financial Reports—Due Quarterly

Reporting Period	Due By Date	Delinquent After
October 1–December 31	January 30	January 30
January 1–March 31	April 30	April 30
April 1–June 30	July 30	July 30
July 1–September 30	October 30	October 30

Federal Funding Accountability and Transparency Act (FFATA) Reporting

- Federal direct recipients that award \$30,000 or more to subrecipients are required to submit data in the FFATA Subaward Reporting System.
- The prime awardee is required to file a FFATA sub-award report through the FFATA Subaward Reporting System (FSRS), <https://www.fsrs.gov/>, by “the end of the month following the month in which the direct recipient awards any sub-grant greater than or equal to \$30,000.”

If (*When*) you have changes....

Grant Award Modification (GAM) -

Initiated by grantee in JustGrants to request a change:

- Project Period Extension
- Point of Contact
- Signing Authority
- Key Personnel
- Budget Modification
- Organization Address/Name
- Project Scope
- Sole Source

Important Tip: Project period extensions are **not** guaranteed. Work with your Program Manager to make grant adjustments (GAMs) in programming and budget as needed to keep your project on schedule.

When you have changes....

Program Changes Require Prior Approval:

What is considered a program change?

- **Project scope** or goals/objectives - *Any* change even if no associated budget change and even if budget revision is under the 10% rule.
- **Project end date** (i.e., no cost extension or project period extension).
- **Key personnel** *if cooperative agreement.*
- **Subawards:** Contracting out, subgranting, or otherwise obtaining services of a third party to perform activities central to the purpose of the award (even if no additional budget change.)

If you are not sure whether your change would be considered minor or would require a GAM, *contact your OJJDP Program Manager.*

When you have changes....

Budget Modification GAMs:

Budget adjustments within the approved direct cost budget to meet unanticipated requirements/needs is permitted. (*The 10% rule*)

When a budget modification GAM is necessary?

- 10% deviation from Total award \$\$ - cumulatively - prior changes count.
- Change to cost categories not previously included in the budget.
- Change to indirect cost amount (up or down).
- Proposed modification changes the scope of the project.

What do I do if...?

Know the Financial Guide

Available at:

- https://www.ojp.gov/sites/g/files/xyckuh241/files/media/document/DOJ_FinancialGuide_1.pdf



DOJ Grants Financial Guide



UNITED STATES
DEPARTMENT OF JUSTICE
OFFICE OF JUSTICE PROGRAMS
OFFICE ON VIOLENCE AGAINST WOMEN
COMMUNITY ORIENTED POLICING SERVICES



Please refer to JustGrants for training videos and resource guides on how to use the JustGrants system. This page includes procedures for entity management, award acceptance, grant modifications, and more.

- <https://justicegrants.usdoj.gov/training-resources/justgrants-training/grants-management-lifecycle>



Monitoring: OJJDP Activities

Remember the Three Key Parts: Program, Administration, and Fiscal

OJJDP Monitoring Activities include:

- Annual Grant Assessment – Looks at monitoring risk levels
- Desk Reviews
- Grantee Reports: Progress, Financial, and Performance Measure
- Programmatic On-site Visits
- Enhanced Programmatic Desk Reviews (EPDRs)
- Monitoring grantee draw-down activity

Important Tip: Monitor your subawards across these three key parts as well as using a risk sensitive approach and written procedures. Monitoring includes all of these types of activities – not just visits.

Monitoring: Site Visits

Conducted Regularly and When:

- Requested by Grantee or Grant Activity of Particular Interest
- Periodic review needed (not previously monitored or several years since monitored)
- Grant assessed as high or medium priority
- Identified problems
- OJP directed multi-office site visit or joint fiscal visit

Monitoring: Site Visits

Programmatic Visit Includes:

- Basic financial review – review of financial records, accounting and expenditures
- Administrative review – review of grant files, records and procedures
- Program review – operations, program records, staffing, youth activities and services, capacity-building, community outreach, etc.

Other In-Depth DOJ Monitoring

Office of the Chief Financial Officer (OCFO)– Financial Review

- Purpose: To ensure compliance with financial guidelines and general accounting practices and financial management of grant expenditures
- Note: No review of programmatic activities

Office of Inspector General (DOJ) Audit

Monitoring: Frequently Identified Issues

- Record Keeping – Paper Trails; Official Master file; and Subaward files keeping
- Personnel: Time and Attendance – track actual hours
- Written Procurement Standards
- Establishing sufficient Internal Controls
- Written Monitoring Plan
- Cash Management – excessive draws; infrequent draws
- Prior approval for grant changes

Sources for Help

- **Program Manager:** Primary point of contact on your grant
- **JustGrants Support:** If you need technical assistance with JustGrants, please contact JustGrants Support at JustGrants.Support@usdoj.gov or on (833) 872-5175
- **Office of Chief Financial Officer (OCFO) Helpdesk:** 1-800-458-0786 or ask.ocfo@usdoj.gov Call for any general guidance or questions about fiscal matters
- **OJJDP Performance Measures Tool (PMT) Helpdesk:** 1-866-487-0512 or ojdppmt@usdoj.gov

Questions?



A photograph of children on a swing set. In the foreground, a young boy is swinging, holding the chains. Behind him, a young girl is also swinging and smiling. In the background, another child is visible on a swing. The scene is outdoors with trees and a fence in the distance.

LSC

Training & Technical Assistance

Meet Your LISC Team



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LeVar Michael

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Officer*

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Ricardo Goodridge

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Officer*

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Ryan Samuelson

*Senior Program
Officer*

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Our Mission



LISC Safety & Justice empowers locally led coalitions to collectively address crime, fear of crime, and over-policing in their communities.

Through our core place-based model, we:

1. Support community leaders, residents, and other stakeholders to design and implement strategies that create healthier and safer environments, reduce and prevent violence.
2. Promote alternatives to arrest and incarceration, and support people re-entering communities after incarceration.
3. Provide direct technical assistance, training, and funding to help community partners carry out evidence-driven solutions that increase safety without criminalizing residents in Black and Brown communities.
4. Lift up best practices from our network to serve practitioners and decision makers in all communities.

We offer an integrated set of tools and expertise to community-led coalitions focused on preventing crime and improving health and safety.

[Our work](#) is effective, evidence-informed, and designed for national replication.

We provide:

- Hands-on assistance, training, and expertise in all safety- and justice-related topics.
- Knowledge sharing of best practices and strategies.
- Facilitated virtual and in-person peer networks.
- Capacity-building grant funds for community-based organizations.
- Policy solutions for local and national reform.
- Connection to the LISC family of programs addressing housing, health, education and economic opportunity.



**How We
Work**

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Local Offices

1. Atlanta
2. Bay Area (CA)
3. Boston
4. Central Illinois
5. Charlotte
6. Chicago
7. Cincinnati
8. Cleveland
9. Connecticut
10. Detroit
11. Duluth
12. Flint
13. Hampton Roads (VA)
14. Hawaii
15. Houston
16. Indianapolis
17. Jacksonville
18. Kalamazoo
19. Kansas City
20. Los Angeles
21. Louisville
22. Memphis
23. Milwaukee
24. New York
25. Newark
26. Philadelphia
27. Phoenix
28. Puget Sound
29. Rhode Island
30. Rural
31. San Antonio
32. San Diego
33. Toledo
34. Twin Cities
35. Upstate SC
36. Virginia
37. Washington, DC
38. Western NY

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National Teams

1. Affordable Housing
2. AmeriCorps
3. Child Care and Early Learning
4. Community Leadership
5. Creative Placemaking
6. Economic Development
7. Education
8. Financial Stability
9. Health
- 10. Safety & Justice**
11. Small Business
12. Sports & Recreation

Our Reach

100+

Local Partnerships

AL	Selma	FL	Bradenton Broward County Jacksonville Miami-Dade Tampa	MD	Baltimore Langley Park	NH	Laconia	RI	Providence
AK	Bethel	GA	Albany Atlanta Fort Valley Rockdale County	MA	Boston Chelsea Lowell Springfield Worcester	NJ	Newark Phillipsburg	SC	Lancaster County
AZ	Phoenix Tucson	IL	Chicago East St. Louis Springfield	MI	Battle Creek Detroit Flint Kalamazoo	NY	Brooklyn Buffalo Oneida Rochester Syracuse Tarrytown West Nyack	TN	Memphis Nashville
AR	Pine Bluff	IN	Elkhart Evansville Indianapolis	MN	Little Earth of United Tribes Minneapolis St. Paul	NC	Durham	TX	Austin San Antonio
CA	Alameda County Corning Hayward Lompoc Los Angeles Mendocino County Pico Rivera Sacramento San Bernardino San Francisco	IA	Webster County	MS	Clarksdale Greenville Gulfport Meridian	OH	Cleveland Dayton Highland County Toledo Youngstown	VA	Richmond
CO	Denver Town of Vail Ute Mountain Ute Tribe	KS	Johnson County Sedgwick County	MO	Bowling Green Kansas City St. Louis	OK	Tulsa	WA	Seattle Spokane
CT	Hartford New Haven Norwalk	KY	Bardstown Berea	NE	Omaha	OR	Portland	WI	Green Bay Madison Milwaukee
DC	Washington	LA	Baton Rouge New Orleans Shreveport St. Mary Parish	NV	Owyhee	PA	Chester Erie Harrisburg Mifflin County Philadelphia	WV	Charleston Huntington

Training & Technical Assistance

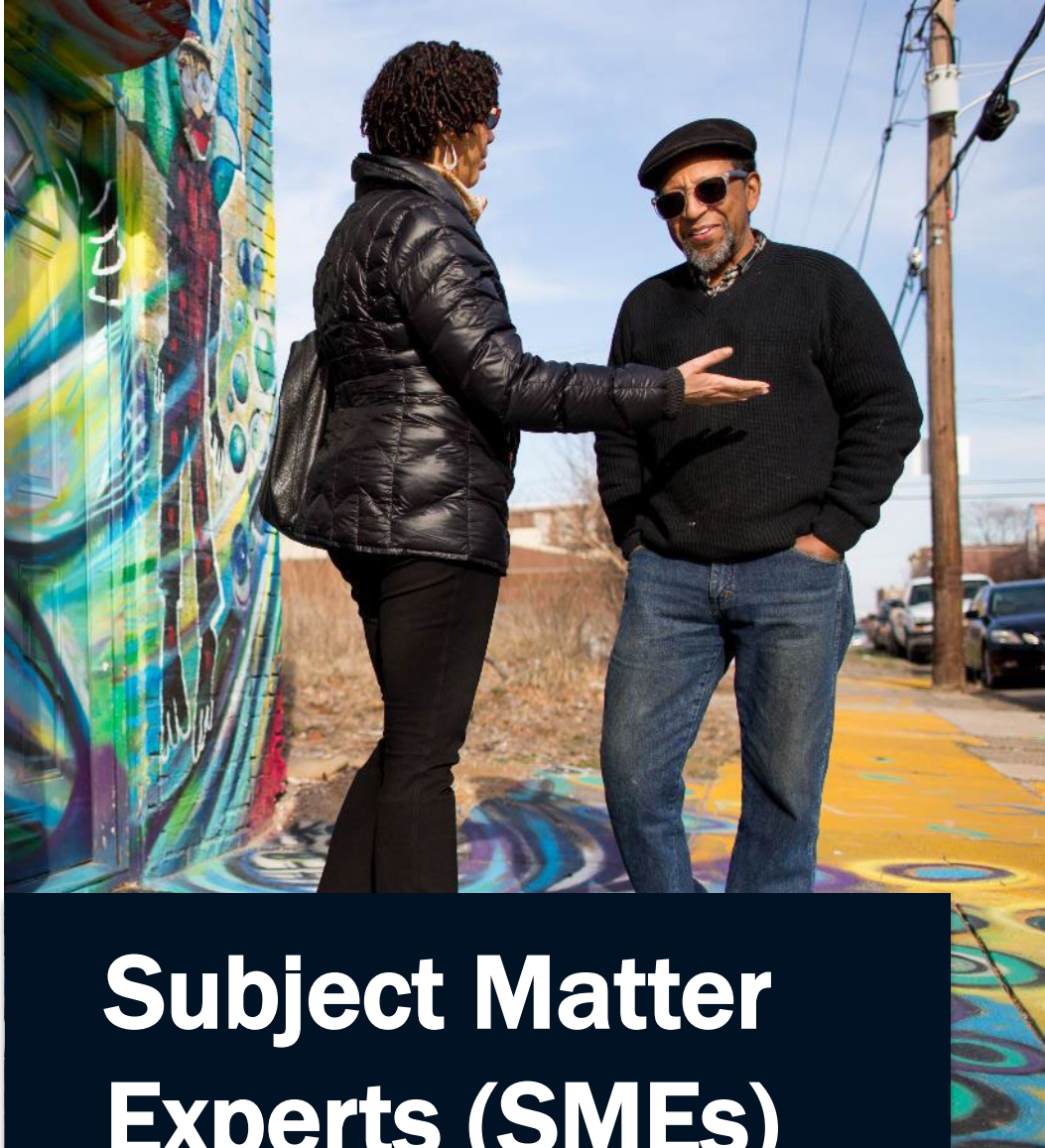
TTA is the planning, development, and delivery of activities designed to achieve specific learning objectives, resolve problems, and foster the application of innovative approaches.

Macro TTA

- Practical Resources - Webinars, Fact SheFact Sheets, etc, Highlights from the Field
- Research and Best Practices from the Field - Templates, Resource Tools, etc.
- Peer Networking, Community of Practice - Ask the Expert, Office Hours, Basecamp, Annual Convening, ESCAYV Website

Micro TTA

- TTA Assessment Tools
- Tailored TTA Plan
- Support from your TTA Lead and/or Subject Matter Experts
- Regular Communication
- Site Visits
- Site Sustainability Plans



Subject Matter Experts (SMEs)

LISC is engaging with several organizations and people that have been building/supporting violence reduction strategies for many years and are here to support plan and implement school-based CVI strategies.

Subject Matter Experts (SMEs) are available for:

1. Technical Questions
2. Practical and Applicable Feedback
3. Work Through Project Hurdles
4. Much More!

Resources



**Safety & Justice Resource
Library**



**Safety & Justice
Newsletter**



**ESACVY
Resources**



**School-Based Violence &
Victimization Prevention**



Site Introductions

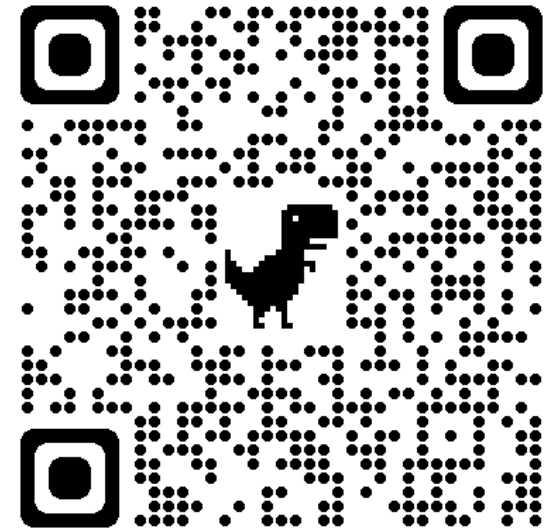
Please share (2 min each):

- Organization Name
- Team Member Name(s)
- ESCAVY Project Goals

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2. Adult Friends for Youth
3. After School All-Stars
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18. Sodus Central School District
19. University of Arkansas for Medical Science
20. University of Maryland, Baltimore
21. Youth Adult Development In Action, Inc.
22. YouthPower365

Orientation Survey

Feedback Request



[Orientation Survey](#)





Q & A