

**REQUEST FOR PROPOSALS**

**for**

**TITLE II  
FORMULA GRANTS PROGRAM**

under the

**JUVENILE JUSTICE AND DELINQUENCY PREVENTION  
ACT  
OF 2002, as AMENDED, (P.L. 93-415)**

**STATE OF MISSISSIPPI  
Division of Public Safety Planning  
Office of Justice Programs  
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Jackson, MS 39211  
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## **SECTION 1: BACKGROUND**

### **A. AUTHORITY**

Juvenile Justice and Delinquency Prevention Act of 2002.

The Mississippi Division of Public Safety Planning, through its participation in the Formula Grants Program (Part B of the above Act), is authorized to make sub-grants to units of general local government or combinations thereof to assist them in planning, establishing, operating, coordinating, and evaluating projects directly or through sub-grants and subcontracts with public and private non profit agencies for the development of more effective education, training, research, prevention, diversion, treatment, and rehabilitation programs in the area of juvenile delinquency and programs to improve the juvenile justice system.

Additionally, the following core requirements must be achieved for continued participation:

Section 223(a)(11) of the Juvenile Justice and Delinquency Prevention Act (JJCPA) provides "within three (3) years after submission of the initial plan that juveniles who are charged with or who have committed offenses that would not be criminal if committed by an adult or offenses which do not constitute violations of valid court orders, or alien juveniles in custody, such non-offenders as dependent or neglected children, shall not be placed in secure detention facilities or secure correctional facilities" (**DSO**).

Section 223(a)(12) "provide that juveniles alleged to be or found to be delinquent and youths within the purview of paragraph (12) shall not be detained or confined in any institution in which they have regular contact with adult persons incarcerated because they have been convicted of a crime or are awaiting trial on criminal charges or with the part-time or full-time security staff (including management) or direct-care staff of a jail or lockup for adults" (**Separation**).

Section 223(a)(13) "provide that, no juvenile shall be detained or confined in any jail or lockup for adults, except that the Administrator shall, through 1997, promulgate regulations which make exception with regard to the detention of juveniles accused of non-status offenses who are awaiting an initial court appearance pursuant to an enforceable state law requiring such appearance within twenty-four hours after being taken into custody...." (**Jail Removal**)

Section 223(a)(22) provides that states, "address juvenile delinquency prevention efforts and system improvements designed to reduce, without establishing or requiring numerical standards or quotas, the disproportionate number of juvenile members of minority groups, who come into contact with the juvenile justice system." (**Disproportionate Minority Contact - DMC**).

### **B. PURPOSE**

Applications are solicited for projects in the following purpose areas:

#### **1. Alternatives to Detention:**

Alternative services provided to a juvenile offender in the community as an alternative to confinement. The use of detention is rising, and facilities are filled with youth who do not meet high-risk criteria. About seventy percent of youth are detained for non-violent offenses. Establishing community alternatives serve to improve the juvenile

justice system and the lives of the youth it serves and enhance public safety by providing supervision for youth. Applications will be accepted which seek to develop and/ or expand projects to prevent the placement of accused or adjudicated status offenders and non-offenders in secure detention and correctional facilities. Projects should focus on the intervention, diversion and/or creation of community-based alternatives to secure detention for status offenders and non-offenders. This may include, but not limited to, group homes, crisis intervention services, family mediation services, truancy intervention services.

## **2. Deinstitutionalization of Status and Non-offenders:**

Status offenders are juveniles who are subject to the jurisdiction of juvenile courts, and who have not been charged with committing criminal type offenses. These juveniles are often categorized as uncontrollable, runaway, incorrigible, truant, possessing or drinking of alcoholic beverages, etc. Non-offenders are youths who have not committed any type of offense. These may be juveniles or children who are abused, neglected, abandoned, etc. Applications will be accepted which seek to develop and/ or expand projects to prevent the placement of accused or adjudicated status offenders and non-offenders in secure detention and correctional facilities. Projects should focus on the prevention, intervention, diversion and/or creation of community-based alternatives to secure detention for status offenders and non-offenders. This may include, but not limited to, crisis intervention services, family mediation services, truancy intervention services, drop off services and group homes.

## **3. Separation and Jail Removal:**

Juvenile offenders should not be held in adult jails and lockups unless jurisdiction has been transferred to adult court. Even if this is the case, there should be sight and sound separation between juveniles and adults that are being held in the same facilities. Applications will be accepted for projects that seek to develop or implement programs that will provide alternative resources to prevent or reduce the instances of juveniles detained in adult jails and lockups. Examples of projects eligible for funding under this category include, but are not limited to, temporary holding facilities for juvenile offenders, transportation programs, offender monitoring, etc.

## **4. Delinquency Prevention:**

Applications will be accepted for projects to implement primary prevention activities. All applicants are encouraged to select and implement prevention strategies that are based on evidenced-based programs. Evidenced-based programs are those that have been scientifically evaluated and proven to reduce delinquency or delinquency related risk or protective factors. Examples of such programs may be found in the Model

Programs Guide on the website, [www.dsgonline.com/mpg\\_index.htm](http://www.dsgonline.com/mpg_index.htm). Applicants should provide a thorough rationale and justification for any model selected.

## **5. Disproportionate Minority Contact:**

Disproportionate Minority Contact refers to the over-representation of minority youth at all contact points in the juvenile justice system. These include law enforcement, referral, juvenile court intake, petition, adjudication, and disposition. Applicants may submit proposals for projects designed to primarily reduce the disproportionate number of juvenile members of minority groups who encounter the juvenile justice system.

## **SECTION 2: ELIGIBILITY REQUIREMENTS**

*The Title II Request for Proposals is specifically open to jurisdictions with high indications of providing alternative services to juvenile offenders as an alternative to confinement. These youth are normally youth who have faced some form of trauma and are at-risk of diving deeper into the juvenile justice system.*

According to the National Institute of Corrections, many types of traumatic experiences occur in the lives of children and adolescents from all walks of life. Often, the after-effects of these experiences is persistent, post-traumatic stress reactions, which play a role in the legal and behavioral problems that bring youth in contact with law enforcement and the juvenile justice system.

Using a trauma-informed approach, juvenile justice systems can improve outcomes for justice-involved youth. Trauma-informed approaches can assist youth with trauma services that can reduce the impact of traumatic stress; improve general conditions of confinement; and prevent the harmful and inadvertent “re-traumatization” of youth.

Youth who are exposed to trauma are at greater risk for negative impacts on their brain development in responding to threat cues, managing emotions like anxiety and anger, as well as mental health and physical health problems over the course of their life.

Eligible programs and services should be able to provide alternatives to detention for status offenders and survivors of commercial sexual exploitation with abilities to address the mental health and substance abuse needs of juveniles.

Targeted programs and services that will receive priority attention will include:

- State Juvenile Detention Centers
- Reporting Centers (City of Greenville and Hinds County)
- Youth Court Electronic Monitoring Programs
- Non-Secure Shelter and/or Group Homes
- Community Service Programs (Must have a contract or MOA with the local youth court.)

### **A. First-Time Applicants Category**

*Awards will be granted at a maximum of \$25,000 unless the applicant can give a compelling justification for a larger award.*

1. Eligible applicants are units of local government or consortiums thereof, and public and private non-profit agencies. **Private non-profit agencies must be an approved 501(c)(3) agency, possess a current Taxpayer Identification Number, and have operated federal, state, or local grant programs within the last three (3) years.**
2. Applicants must possess the fiscal and financial management capability necessary to administer federal funds adequately and appropriately.
3. **This is a cost reimbursement program.** All applicants must be financially capable of supporting programmatic expenses until reimbursed.
4. All applicants for intervention, diversion or court related programs must secure and include with the application a letter of support from the local youth court judge. The letter must express the court's support of the project, how the proposed project services will be coordinated with the youth court and include a firm commitment by the court to use the project, if funded.
5. All applicants (continuation and new) must apply each year. **Renewal is not automatic.** Renewal is contingent upon satisfactory performance and on the availability of funds. Future funding is contingent upon Congressional action. ***Formula (Title II) funds may not be used to replace eliminated or reduced funds from other sources.***
6. Faith-based organizations receiving Department of Justice (DOJ) assistance funds passed through states retain their independence and do not lose or must modify their religious identity (e.g., removing religious symbols) to receive assistance awards. Faith-based groups, however, may not use their DOJ award 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 funds; rather, such religious activity must be separate in time or place from the DOJ-funded program.

**B. Continuation Grants Category (Current Sub-grantees).**

*Awards will be granted at a maximum of \$35,000 unless the applicant can give a compelling justification for a larger award. Current sub-grantees may be considered for an additional 12 months based on the following conditions:*

1. The successful achievement of the prior year's program goals/objectives.
2. The timely submission of programmatic and financial reports.

3. The establishment and/or support of a community-based coalition that includes, but not limited to, local law enforcement, local youth court, mental health, local school district, community-based programs, faith-based organizations, health care entities, and other systems impacting the juvenile justice system.
4. A letter of support from the local youth court judge expressing continued support for the project, and a brief description of how the project will impact youth court services.
5. The number of noteworthy applications received, the application's ranking, and the availability of funds.

### **C. Self-Sufficiency**

Title II sub-grantees must be self-sufficient after three years. Self-sufficiency means the program will not require Title II funds for implementation. Applicants must include a plan regarding sustainability. The plan should include detailed information regarding the following:

1. A specific plan to sustain the program if federal funding is no longer available. Be sure to identify the essential mission or function that must be sustained, the required resources, as well as the strategies that match the function and resource needs.
2. A description of how other funds will be obtained, if necessary, to implement the program.

### **D. Non-supplant Requirement**

In accordance with the provisions of the Juvenile Justice and Delinquency Prevention Act, a sub-grantee must certify and assure that federal funds made available under this part for any period will be so used as to supplement and increase (but not supplant) the level of the state, local, and other non-federal funds that would in the absence of such federal funds be made available for the programs described in this part, and will in no event replace such state, local and other non-federal funds.

### **E. Match**

There is **NO match requirement** for this program. However, programs are encouraged to provide additional support.

**SECTION 3: RESTRICTIONS IN THE USE OF FUNDS**

1. Non-supplanting: Formula Grant funds must be used to supplement existing funds for program activities and **NOT** replace those funds which have been appropriated for the same purpose.
2. Travel: Grantees cannot exceed travel, meals and lodging rates established by the State of Mississippi.
3. Construction: Formula Grant funds ***cannot*** be used for construction which includes the acquisition, expansion, remodeling, and alteration of existing buildings and initial equipment of any such buildings or any combination of such activities.
4. Lobbying: No grant funds shall be used to pay for any personal service, advertisement, telegram, telephone communication, letter, printed or written matter, or other device, intended to influence a member of Congress or any other Federal, State, or local elected official to favor or oppose any Acts, bills, resolutions, or similar legislation, or any similar initiative, constitutional amendment, or any similar procedures by the Congress, any State legislature, any local council, or any similar governing body, except that this subsection shall not preclude such funds from being used in connection with communications to Federal, State, or local elected officials through proper official channels, pertaining to authorization, appropriation, or oversight measures directly affecting the operation of the programs involved.
5. Personal services contracts cannot exceed approved federal rates without prior approval from the DPSP.
6. Salaries and fringe benefits will not be funded under this initiative.
7. Other unallowable costs will be disallowed in accordance with the DOJ Financial Guide.

## SECTION 4: APPLICATION PROCEDURES

### A. SUBMISSION

To apply for funding under this program, applicants must request a copy of the Division of Public Safety Planning's (DPSP) Sub-grant Application Packet. **Applications are limited to 30 pages total (including attachments). Applications may be single spaced using no smaller than 12-point type (Times New Roman) on single-side pages. Four completed Sub-grant Application Packets (one original and three copies) must be submitted to DPSP during the applicable submission period.**

Applications may be returned by DPSP, with no action taken, for the following:

1. **Late Submission:** All applications must be received by 5:00 P.M., by the due date specified, **January 18, 2022**. Late submissions will NOT be accepted.

**\*NOTE: Faxed and/or emailed applications will not be considered for funding.**

2. **Incomplete Applications:** Applications will be considered incomplete if any of the elements are missing or incomplete.

### B. APPLICATION REVIEW AND SELECTION

Each application received by the DPSP will be reviewed to ensure that the proposed project meets established requirements and objectives of the program. The application will also receive a budgetary review to ensure the budget request is reasonable, allowable, detailed, and cost effective in relation to proposed activities.

*Note: This first year of funding will include planning, training, and education. Costs under this proposal will be limited to costs pertaining to the goals and objectives of the RFP. Construction (or renovation) costs are not allowable. Equipment will only be allowed where there is a thorough documentation of need, and it is relative to the project.*

All applications will be rated by a panel of external reviewers. The reviewers will determine the extent to which each application meets the following criteria:

#### **Sub-grant Application Summary:**

- Provide a brief description of the project.

#### **Statement of the Problem:**

This part of the application provides justification of the need for the project. At a minimum, the following should be provided:

- A description of the organization, services, current programs, accomplishments, and geographical area to be served.
- A description of juvenile crime statistics in the area to be served.
- An explanation of why the problem cannot be addressed with local resources.
- Statement or statements describing the purposes for which the proposed funding will be used and why this source of funding is necessary.

### **Goals, Objectives, and Projected Outcomes:**

This part of the application focuses on what the project hopes to achieve because of this funding. At a minimum, the following should be provided:

- A brief statement of the overall goals of the project.
- Clear, concise, and measurable statements of the project's objectives that detail what the project will achieve (objectives must relate to the problem or need described in Part I).
- A description of the impact the achievement of the project's objectives will have on the problem to be addressed.
- Outcome measures for the project.

### **Implementation:**

This part of the application provides a comprehensive description of the services, activities and programs that will be used to accomplish the objectives of the project. The classic way of addressing the project's implementation is to describe what will be done, when will it be done, why it is being done, how it will be done and who will do it. At a minimum, the following should be provided:

- A description of the activities to be performed to achieve the project's objectives.
- Time frames for implementing proposed project activities.
- A description of coordination, if any, will be done with other entities.
- Organizational charts, job descriptions and resumes.
- Levels of output that will be used to accomplish the projects goals and objectives.

### **Budget:**

This section provides a description of the proposed expenditures for the project. It must thoroughly identify all project expenditures and a valuation basis for each set of expenditures. At a minimum, the following should be provided:

- Identification of items, units to be purchased, and cost of each unit.

**Evaluation Plan:**

This section of the application tells what methods will be used to measure the success of the project in achieving its goals and objectives. The plan needs to be detailed and clear. A general statement will not be sufficient.

### **Applicant Capability:**

Each applicant should submit an applicant capability statement which demonstrates that it has the capacity to receive and manage federal grants. At a minimum, the following should be addressed:

- Financial management capability
- Prior grant management experience
- Organizational structure
- Staff experience

### **Sustainability Plan:**

Federal funds often fund projects for a limited period. All applicants should submit a sustainability plan as part of its application. A sustainability plan describes the commitment and capacity to continue the project if it is successful and federal funds are no longer available. It must include feasible strategies to preserve the project's activities over an extended period. The plan, in a few paragraphs, should identify specific means of support to sustain project activities by:

- Describing the program's operations.
- Describing the program's vision.
- Describing the organization's current funding sources.
- Describing potential funding sources and steps toward receiving funds.
- Describing any efforts to establish collaborative partnerships to sustain project activities.

### **C. APPLICATION REVIEW**

The Mississippi Juvenile Justice Advisory Committee-State Advisory Group (MSJJAC-SAG) and the DPSP will review all proposals and application materials. The MSJJAC-SAG will make recommendations to the State for final selection. Following review of all proposals, applicants will be notified in writing as soon as possible as to the status of the request. The project period for selected projects will begin February 7, 2022 through September 30, 2022. **Applications will be evaluated on the extent to which they meet the following criteria outlined on the next page:**

### **D. PRE-APPLICATION QUESTION AND ANSWER SESSION**

The Mississippi Juvenile Justice Advisory Committee-State Advisory Group (MSJJAC-SAG) and the DPSP will provide an opportunity for applicants to learn of the purpose of this RFP and ask questions regarding eligibility and funding from January 3, 2022 through January 14, 2022. Please contact JJ Specialist, Erin Favorite at [Efavorite@dps.ms.gov](mailto:Efavorite@dps.ms.gov) or call 601-977-3755.

<b>EVALUATION CRITERIA</b>		<b>Pts.</b>
<b>A.</b>	<ol style="list-style-type: none"> <li>1. <b>Provide</b> a coherent plan, including realistic goals and objectives, to mobilize the community and implement a strategy that will address priority risk factors, including innovative ways of involving the private nonprofit and business sectors in delinquency prevention activities</li> <li>2. <b>Provide</b> specific strategies for service and agency coordination, including co-location of services at sites readily accessible to children and families in need</li> <li>3. <b>Provide</b> a strategy for or evidence of collaborating with other units of local government and State agencies to develop or enhance a statewide</li> </ol>	<b>30</b>
<b>B.</b>	<ol style="list-style-type: none"> <li>1. <b>Provide</b> a thorough assessment of risk factors and resources, including the quantified measurement of risk factors which will serve as the baseline for determining project objectives and activities</li> <li>2. Clearly <b>define</b> the boundaries of the program's neighborhood or community</li> </ol>	<b>15</b>
<b>C.</b>	<ol style="list-style-type: none"> <li>1. <b>Identify</b> key community leaders, describe their roles in the comprehensive delinquency prevention strategy, and provide evidence of key community leaders' support</li> <li>2. <b>Provide</b> a realistic assessment, including evidence, of the readiness of the community or neighborhood to adopt a comprehensive delinquency prevention strategy</li> </ol>	<b>15</b>
<b>D.</b>	<ol style="list-style-type: none"> <li>1. <b>Provide</b> a budget outlining the planned expenditures of grant funds and matching resources, including a budget narrative justifying these expenditures</li> </ol>	<b>25</b>
<b>E.</b>	<ol style="list-style-type: none"> <li>1. <b>Provide</b> a sound plan for collecting data for measuring objectives and activities</li> </ol>	<b>15</b>
<b>TOTAL POSSIBLE POINTS</b>		<b>100</b>

In evaluating each application, the following will also be considered:

1. Demonstration of need including geographic location, other programs available, local demographics, local statistics, etc.

2. Adequate correlation between the cost of the project and the objective(s) to be achieved.
3. Probability of project to meet identified goal(s) and objectives.
4. Overall description of the intended use of the grant and local match funds, if applicable.
5. Demonstration that Title II Formula Grant funds will not be used to supplant state and local funds.
6. Demonstration of the Applicant Agency has met the local match requirements and has identified the source of the local match, if applicable.
7. Demonstration that the Applicant Agency has met and will continue to comply with all applicable state and federal laws and guidelines.
8. Overall quality of the application.

The Mississippi Juvenile Justice Advisory Committee-State Advisory Group (MSJJAC-SAG) Proposal Review Sub-Committee considers recommendations from the Division of Public Safety Planning (DPSP) Executive Staff and Program Staff, along with information from applicants when making recommendations. The Department of Public Safety Planning considers the recommendations of the SAG Proposal Review Sub-Committee to arrive at a final approval or denial of an application.

#### **E. APPLICATION SUBMISSION & DEADLINE**

The original Application properly executed by the Authorized Official (e.g., President of the Board of Supervisors, Mayor, or Executive Director) and **three (3) copies (a total of 4)** must be submitted to the DPSP **no later than 5:00 p.m. on January 18, 2022.** *Applications may be single spaced using no smaller than 12-point type on single-side pages. Applications cannot be submitted by facsimile or email. Please be advised that it is the applicant's responsibility to see that the application is physically received by this office by the deadline.* Applications received after the deadline will be retained for up to one year and may be reviewed at the convenience of the DPSP should additional funding become available.

Mail or return applications to:

Erin Favorite  
 Division of Public Safety Planning  
 1025 Northpark Drive  
 Ridgeland, Mississippi 39157-5216

#### **F. MISCELLANEOUS PROVISIONS**

- Issuance of the RFP in no way constitutes a commitment by the State of Mississippi to award a contract, to pay any costs incurred in the preparation of a response to this request, or to pay for acts on the part of a Contractor to procure or contract for services or supplies.
- All proposals become public information upon completion of RFP and award process.

- The DPSP and the MSJJAC-SAG reserve the right to reject any and all proposals.
- Proposals must be signed by a person authorized to legally bind the unit of local government.

Under this program, monthly financial and programmatic reporting will be required; are due by the 10th working day of each month. Sub-recipients who do not submit required reports by the due date will not be reimbursed for that month and may be subject to other appropriate actions by DPSP, including, but not limited to, restrictions on eligibility for future DPSP awards, and suspension or termination of the grant award.

#### **G. REJECTION OF PROPOSALS**

The Division of Public Safety Planning, Office of Justice Programs reserves the right to reject all applications/proposals received.

#### **H. NOTIFICATION AND DISPOSITION**

All applicants will receive written correspondence regarding the final disposition of their application no later than February 7, 2022.

#### **I. ADDITIONAL**

All inquiries and/or requests for sub-grant application packets or general questions should be directed to Erin Favorite at (601) 977-3755 or [efavorite@dps.ms.gov](mailto:efavorite@dps.ms.gov).