COVER RATING SHEET
COMPETITIVE APPLICATIONS
(FORM A)

For competitive applications, the ratings of the applications will constitute each peer reviewer's recommendations. Results of the peer review will be a relative aggregate ranking of the applications in the form of summary ratings. Summary ratings will be calculated for the numerical scores assigned by the individual reviewers to each application according to the selection criteria. The ranking of each application will be based on its summary rating. These summary ratings will be based on numerical values assigned by individual peer reviewers in the following manner:

90 – 100 Responsive with no revisions required.

80 – 89 Responsive with minor revisions required.

70 – 79 Responsive with significant revisions required.

60 – 69 Minimally responsive with major deficiencies that would require extensive correction.

0 – 59 Not responsive and not sufficient to receive funding.

NAME OF APPLICANT: _____

APPLICATION NUMBER:_____ TOTAL SCORE: _____

Reviewer's Recommendation (*Please check one*)

_____ I find this application responsive with no revisions required.

_____ I find this application responsive with minor revisions required.

_____ I find this application responsive with significant revisions required.

_____ I find this application minimally responsive with major deficiencies that would require extensive correction.

_____ I find this application not responsive and not sufficient to receive funding.

_____ _____

REVIEWER'S SIGNATURE **DATE**

PEER REVIEW RATING FORM
(FORM B)

Safe Kids/Safe Streets—Community Approaches To Reducing Abuse and Neglect and Preventing Delinquency

Reviewer: _____

Name of Applicant: _____

Applicant Number: _____

FINAL SCORE

1.	PROBLEM (S) TO BE ADDRESSED ***(Add Scores from Criteria 1 & 2)***	(15 POINTS) _____
2.	GOALS AND OBJECTIVES ***(Add Scores from Criteria 3 & 4)***	(15 POINTS) _____
3.	PROJECT DESIGN ***(Add Scores from Criteria 5,6,7,& 8)***	(15 POINTS) _____
4.	MANAGEMENT & ORGANIZATIONAL CAPABILITY ***(Add Scores from Criteria 9 A,B,C,D,E, & 10)***	(30 POINTS) _____
5.	BUDGET ***(Add Scores from Criteria 11 & 12)***	(10 POINTS) _____
6.	APPENDICES ***(Add Scores Criteria 13 A,B,C,D,E,F)***	(15 POINTS) _____
		TOTAL _____

1. Problem(s) To Be Addressed. (15 points)

Outline the scope and nature of child and adolescent abuse and neglect in the applicant jurisdiction and describe the applicant community and the target population. Provide justification for the proposed effort based on a community assessment process. Delineate and prioritize the major issues related to ameliorating abuse and neglect within the applicant community. These might include, for example, ethnic and cultural considerations, identification and assessment, availability of services, and case management processes. Discuss the problems of communitywide/cross-agency collaboration and demonstrate that the applicant has both engaged the appropriate stakeholders in its planning process and possesses a clear understanding of the processes, supports, and impediments to community collaboration.

SCORE: _____

STRENGTHS

WEAKNESSES

2. Goals and Objectives. (15 points)

Outline the applicant's vision for ameliorating abuse and neglect, describing how the involved systems and agencies will operate upon conclusion of the planning and implementation phases. Provide goals and specific measurable objectives for the planning process. At a minimum, these objectives will address the priority issues delineated in the *Problem(s) To Be Addressed* section, the solicitation's goals, program elements and objectives, and the planning process as it supports achievement of the solicitation's goals and objectives.

SCORE: _____

STRENGTHS

WEAKNESSES

3. Project Design. (15 points)

- Describe the intended planning process and detail the major activities that will be undertaken in the development of the implementation plan. Include a timeline of major planning period events in Appendix F (discussed below). Describe how proposed plans will build on and/or fit within current and past communitywide planning processes to achieve the solicitation's objectives. (Sites containing Weed and Seed neighborhoods, for example, are to show how their plans make use of Weed and Seed strategies to address child/adolescent abuse and neglect communitywide.[1]) For all applicants this can be shown in a number of ways:

  - Expanding existing interagency agreements to include the additional stakeholders needed to address child and adolescent abuse and neglect.

  - Developing community policing efforts aimed at preventing, identifying, and intervening in child and adolescent abuse and neglect cases.

  - Creating or expanding targeted programs to protect children and adolescents.

- Describe in detail (activities, responsibilities, due dates) plans to develop the required products described above or current progress in developing the products.

- Indicate how proposed plans address or will address the multiethnic, multicultural, and gender-specific considerations for meeting the needs of abused and at-risk children, adolescents, and their families. The description should convey a clear understanding of those considerations and issues.

- With respect to data collection and evaluation, selected sites will work with the national evaluator to identify specific variables or indicators by which to measure process, performance, and outcomes of the whole initiative and of selected component programs. The set of measures will include some variables that can be compared across sites. In this section each site is to describe how it proposes to work with the national evaluator to develop the variables.

  Applicants are also to describe how they intend to evaluate their efforts. The purpose of the local evaluation is to document through qualitative and quantitative measures the implementation processes and key factors affecting success and the efficacy of specific program components and to determine the impact of the program.

SCORE: _____

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1. Although Weed and Seed efforts are directed at discrete neighborhoods within a larger community, efforts to reduce abuse and neglect need the cooperation of systems and personnel located outside those neighborhoods.

STRENGTHS

WEAKNESSES

4. Management and Organizational Capability. (30 points)

Applicants should use this section to describe a sound governance structure capable of carrying out the proposed initiative and to demonstrate the following:

- *Readiness to reform.* Discuss the community's history of collaboration and planning as it addressed or addresses abuse and neglect. Include a description of the participants, major milestones, and the process of assessment. Clarify what has been done, what is in process, and what remains to be done. Note any training or technical assistance that has been received.

- *Capacity to sustain and build a community collaborative.*[2] Demonstrate the existence, viability, and accomplishments to date of multidisciplinary arrangements whereby various agencies in a jurisdiction are working cooperatively or collaboratively to improve the community's response to child abuse and neglect. Descriptions should answer the following questions:

  - How does the group make decisions?
  - How often has it met?
  - How are responsibilities divided among members?
  - How does the group carry out its activities?
  - What resources does the group manage?
  - What are the sources of those resources?
  - To what individual in what agency is the group responsible?
  - What authority does the group have?

  Applicants also must document that the collaborative or cooperative groups represent all the relevant stakeholders[3] needed to reduce the incidence of abuse and neglect in the community. The documentation should provide answers to the following questions:

  - Who are members of the group?
  - How are members selected?
  - What constituency does each member represent?
  - What are the roles and responsibilities of each group member?

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2. Applicants should note that collaboratives differ from coordinated or cooperating groups in that members of a collaborative share responsibility, accountability, and resources. In this instance a communitywide collaborative will extend and institutionalize multidisciplinary practices across all the systems that prevent, intervene in, or treat child abuse and neglect (or have the potential to do so). Core systems in such a collaborative are justice, child welfare, and family services. Additionally, communitywide responses to child abuse and neglect should also involve school systems, religious and private charitable organizations, community-based agencies, able abuse victims and their families, the media, and informal family support mechanisms.

3. Stakeholders for this purpose are those parties who (a) are decisionmakers or influence makers, (b) are likely to be affected by decisions (especially able victims and their families and frontline workers), or (c) have specific, needed expertise.

Finally, jurisdictions are to identify and include, in the planning and implementation phases, atypical resources and stakeholders including grassroots organizations, local bar associations, religious institutions, and local chapters of national organizations such as, but not limited to, the National Parent-Teachers Association, the Congress of National Black Churches, the Junior League, the Boys & Girls Clubs, the National Urban League, 4-H Clubs, and the National Coalition of Hispanic Health and Human Services.

- *Evidence of favorable policies and/or legislation.* Characterize the political and administrative environments and give evidence of political or administrative support for the proposed community-based planning effort to combat child abuse and neglect. Give examples of actual favorable policies or legislation in Appendix D (discussed below).

- *Evidence of economic well-being.* Establish either the existence of a sound local economy or the current infusion of substantial public and/or private resources to

  improve the community's economy. The latter could be shown through designation as an Enterprise Community/Empowerment Zone.

In demonstrating that the collaborative and governance structures form an infrastructure capable of carrying out the project outlined in this solicitation, applicants are also to:

- Identify the roles and responsibilities of each involved agency, committee, board, or other entity and explain its relationship to the overall effort.

- Name and describe the capabilities and experience of all staff and consultants who will play lead roles in managing the planning effort. Include résumés of key personnel in Appendix E (discussed below).

- Indicate the percentage of time for each named staff or consultant.

- Describe the management practices that will be used to evaluate program progress and to ensure corrective action.

SCORE: _____

STRENGTHS

WEAKNESSES

5. Budget. (10 points)

Applicants are to provide a budget that is reasonable, allowable, and cost effective in relation to the activities proposed; identify all costs and justify them in the budget narrative; and explain specifically how costs are determined. Applicants are also to identify all assistance that will be used to leverage this award, indicating the source and amount of funds.

Applicants from rural or tribal communities (refer to footnote #2) are to budget for up to $425,000 for planning and implementation activities for the initial 18-month budget period, while urban applicants are to budget for up to $925,000. For each budget, up to $75,000 is to be designated for planning. However, with appropriate justification and demonstrated need, additional funds may be requested for planning activities. Once the planning phase has been completed and the plan approved, the balance of implementation funds for the initial budget period will be released.

Applicants are to provide specific and detailed planning budget figures and supporting budget narrative. The remainder of the award funds ($350,000 for rural/tribal communities and $850,000 for urban communities) should be designated for implementation activities. OJP recognizes that the implementation portion of the budget will need to be preliminary because the selected jurisdictions will develop detailed implementation budgets during the planning phase. The budget narrative must clearly and comprehensively describe the activities and strategies proposed and the persons or agencies responsible for its implementation.

For both the planning and implementation portions of the budget, applicants are to (1) include component project budgets from each of the participating agencies or groups, (2) show how award funds will be distributed to members of the applicant group in concert with the overall proposal, and (3) account for travel funds to enable two to three people to attend up to three meetings with the funding agencies and other funded sites during the planning period and up to two each year during the implementation phase. Given the complexity of the solicited pro gram, it is suggested that applicants assign one experienced, high-level person full time to manage the planning collaborative. Applicants should also allocate funds to enable one or more persons within the core systems to devote substantial time to coordinating efforts within their respective agencies. Similar initiatives have found the use of an outside facilitator essential to keeping the planning process moving.

As further evidence of commitment and capability, applicants are encouraged to leverage this award with other funds. Preference will be given to communities that leverage this award and that describe how they would similarly leverage the implementation award. The applicant must show the amount and source of any leveraged money commitments and note whether the funds are reallocated or new. Reallocated funds can be local, State, or other Federal funds directed to this initiative. Sources of leveraged funds might include local taxes, public funds, alcohol and other drug prevention monies, Family Preservation and Support grants, family violence grants, youth development funds, and others.

SCORE: _____

STRENGTHS

WEAKNESSES

6. Appendixes. (15 points)

To help gauge the likelihood of grantee success, applicants are to submit the following appendixes as evidence of their readiness and potential:

Appendix A. Resource directory. This is a listing of local services to children and adolescents and their families in the area of child abuse and neglect. At a minimum, it has provider names, addresses, phone numbers, and a brief description of the services offered.

Appendix B. Cross-system protocols. These are interagency agreements and protocols outlining a multidisciplinary approach to the investigation and prosecution of child abuse and neglect cases, case management and tracking, and provision of services and treatment to child and adolescent victims and their families. At a minimum, such agreements will be among the police department, the child welfare system, the prosecutor's office, and the appropriate medical and mental health agencies. Agreements and protocols that include the criminal and juvenile courts, the offices of the corporation counsel,[4] the prosecutor, the school system, and victim's services and advocates will further enhance the application. (To meet page limitations, applicants may provide a bibliography of protocols and interagency agreements that includes date(s) of agreement/effective date(s) and selected, relevant pages as evidence of the applicability of the documents to this effort.)

Appendix C. Statement of collaborative application. It is imperative that the plan be a mutual submission by all stakeholders. As evidence, submit a statement asserting that each party signing was substantially involved in the development of the plan. The statement *must* contain each person's original signature, typed/printed name, address, telephone number, and affiliation (title and agency or role—e.g., parent, block leader).

Appendix D. Evidence of favorable policies and/or legislation. Applicants are to document the existence of a favorable climate by listing current agency policies or local or State legislation that aids interagency, communitywide collaboration in regard to abuse and neglect or related issues. As with Appendix B, applicants may choose to do this by providing a bibliography of policies and legislation that includes effective date(s) along with selected, relevant pages.

Appendix E. Key staff résumés. Include résumés or brief descriptions of the relevant experience of key staff named in the "Management and Organizational Capability" section.

Appendix F. Timeline of major project activities.

SCORE: _____

This office is referred to under various names. In some jurisdictions it is known as the civil prosecutor's office. What is meant is the office that typically handles family court and domestic relations matters.

STRENGTHS

WEAKNESSES

☆ PEER REVIEW RATING CRITERIA (FORM C) ☆

SAFE KIDS/SAFE STREETS—COMMUNITY APPROACHES TO REDUCING ABUSE AND NEGLECT AND PREVENTING DELINQUENCY

Instructions:

Use the scales to indicate your assessment of the quality and degree of responsiveness of the applicant's proposal* to each of the selection criterion listed on the following pages. There are five possible scores for each item based on whether you judge the proposal* to have **exceeded** (outstanding/excellent), **fully met** (good/very good), **adequately met** (satisfactory/average), **minimally met** (fair/marginal) or **not met** (poor/missed the mark completely) the criterion. Circle your choice and write the score in the score box. Total the scores as directed on the peer review rating form and write the totals next to the appropriate category. *(Problem to be Addressed, Goals and Objectives, Project Design, Management and Organizational Capability, Budget, and Appendices).*

**Except for the Appendices, review the entire proposal for responsiveness to selection criteria; do not limit your review to one or more portions of application.*

Use the enclosed diskette to prepare a list of overall strengths and weaknesses and a narrative justification for your rating of each criterion. Provide page number(s) to support your justification and reference the pertinent part(s) of the application (or those pages where you expected there would have been pertinent material).

(1) Outline the scope and nature of child and adolescent abuse and neglect in the applicant jurisdiction and describe the applicant community and the target population. Provide justification for the proposed effort based on a community assessment process. Delineate and prioritize the major issues related to ameliorating abuse and neglect within the applicant community. These might include, for example, ethnic and cultural considerations, identification and assessment, availability of services, and case management processes.

Circle One:

0	2	5	7	9	
Does Not Meet Criteria	Minimally Meets Criteria	Adequately Meets Criteria	Fully Meets Criteria	Exceeds Criteria	**SCORE**

(2) Discuss the problems of communitywide/cross-agency collaboration and demonstrate that the applicant has both engaged the appropriate stakeholders in its planning process and possesses a clear understanding of the processes, supports, and impediments to community collaboration.

Circle One:

0	2	3.5	5		6		
Does Not Meet Criteria	Minimally Meets Criteria	Adequately Meets Criteria		Fully Meets Criteria		Exceeds Criteria	**SCORE**

(3) Outline the applicant's vision for ameliorating abuse and neglect, describing how the involved systems and agencies will operate upon conclusion of the planning and implementation phases

Circle One:

0	1	2.5	3	4	
Does Not Meet Criteria	Minimally Meets Criteria	Adequately Meets Criteria	Fully Meets Criteria	Exceeds Criteria	**SCORE**

(4) Provide goals and specific measurable objectives for the planning process. At a minimum, these objectives will address the priority issues delineated in #1 and #2 above, the solicitation's goals, program elements and objectives, and the planning process as it support sachievement of the solicitation's goals and objectives.

Circle One:

0	3	6	9	11	
Does Not Meet Criteria	Minimally Meets Criteria	Adequately Meets Criteria	Fully Meets Criteria	Exceeds Criteria	**SCORE**

(5) Describe the intended planning process and detail the major activities that will be undertaken in the development of the implementation plan. Include a timeline of major planning period events in Appendix F (discussed below). Describe how proposed plans will build on and/or fit within current and past communitywide planning processes to achieve the solicitation's objectives. (Sites containing Weed and Seed neighborhoods, for example, are to show how their plans make use of Weed and Seed strategies to address child/adolescent abuse and neglect communitywide.[1]) For all applicants this can be shown in a number of ways:

- Expanding existing interagency agreements to include the additional stakeholders needed to address child and adolescent abuse and neglect.
- Developing community policing efforts aimed at preventing, identifying, and intervening in child and adolescent abuse and neglect cases.
- Creating or expanding targeted programs to protect children and adolescents.

Circle One:

0	2	4	6	7	
Does Not Meet Criteria	Minimally Meets Criteria	Adequately Meets Criteria	Fully Meets Criteria	Exceeds Criteria	**SCORE**

1. Although Weed and Seed efforts are directed at discrete neighborhoods within a larger community, efforts to reduce abuse and neglect need the cooperation of systems and personnel located outside those neighborhoods.

(6) Describe in detail (activities, responsibilities, due dates) plans to develop the required products (described on page 38 of the solicitation) or current progress in developing the products.

Circle One:

0	1	2	2.5	3	
Does Not Meet Criteria	Minimally Meets Criteria	Adequately Meets Criteria	Fully Meets Criteria	Exceeds Criteria	**SCORE**

(7) Indicate how proposed plans address or will address the multiethnic, multicultural, and gender-specific considerations for meeting the needs of abused and at-risk children, adolescents, and their families. The description should convey a clear understanding of those considerations and issues.

Circle One:

0	1	2	2.5	3	
Does Not Meet Criteria	Minimally Meets Criteria	Adequately Meets Criteria	Fully Meets Criteria	Exceeds Criteria	**SCORE**

(8) **Note:** *With respect to data collection and evaluation, selected sites will work with the national evaluator to identify specific variables or indicators by which to measure process, performance, and outcomes of the whole initiative and of selected component programs. The set of measures will include some variables that can be compared across sites.*

In this section each site is to describe how it proposes to work with the national evaluator to develop the variables. Applicants are also to describe how they intend to evaluate their efforts. The purpose of the local evaluation is to document through qualitative and quantitative measures the implementation processes and key factors affecting success and the efficacy of specific program components and to determine the impact of the program.

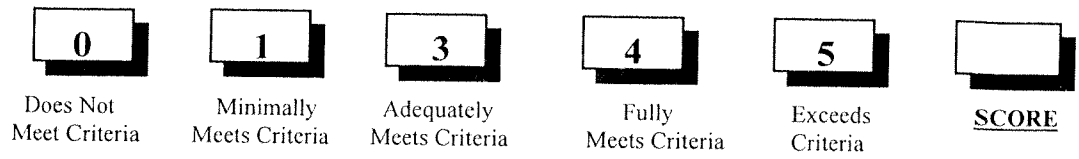
Circle One:

0	.5	1	1.5	2	
Does Not Meet Criteria	Minimally Meets Criteria	Adequately Meets Criteria	Fully Meets Criteria	Exceeds Criteria	**SCORE**

(9) Applicants should demonstrate the following:

A. *Readiness to reform.* Discuss the community's history of collaboration and planning as it addressed or addresses abuse and neglect. Include a description of the participants, major milestones, and the process of assessment. Clarify what has been done, what is in process, and what remains to be done. Note any training or technical assistance that has been received.

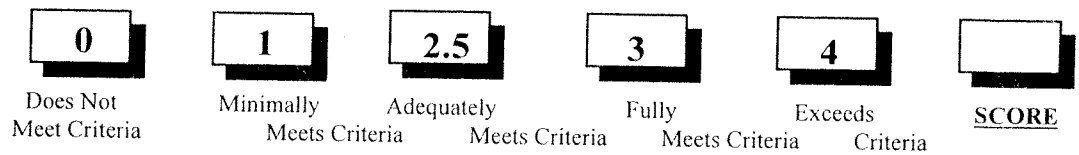
Circle One:



B. *Capacity to sustain and build a community collaborative.*[2] Demonstrate the existence, viability, and accomplishments to date of multidisciplinary arrangements whereby various agencies in a jurisdiction are working cooperatively or collaboratively to improve the community's response to child abuse and neglect. Descriptions should answer the following questions:

- How does the group make decisions?
- How often has it met?
- How are responsibilities divided among members?
- How does the group carry out its activities?
- What resources does the group manage?
- What are the sources of those resources?
- To what individual in what agency is the group responsible?
- What authority does the group have?

Circle One:



2. Applicants should note that collaboratives differ from coordinated or cooperating groups in that members of a collaborative share responsibility, accountability, and resources. In this instance a communitywide collaborative will extend and institutionalize multidisciplinary practices across all the systems that prevent, intervene in, or treat child abuse and neglect (or have the potential to do so). Core systems in such a collaborative are justice, child welfare, and family services. Additionally, communitywide responses to child abuse and neglect should also involve school systems, religious and private charitable organizations, community-based agencies, able abuse victims and their families, the media, and informal family support mechanisms.

C. Applicants also must document that the collaborative or cooperative groups represent all the relevant stakeholders[3] needed to reduce the incidence of abuse and neglect in the community. The documentation should provide answers to the following questions:

- Who are members of the group?
- How are members selected?
- What constituency does each member represent?
- What are the roles and responsibilities of each group member?

Finally, jurisdictions are to identify and include, in the planning and implementation phases, atypical resources and stakeholders including grassroots organizations, local bar associations, religious institutions, and local chapters of national organizations such as, but not limited to, the National Parent-Teachers Association, the Congress of National Black Churches, the Junior League, the Boys & Girls Clubs, the National Urban League, 4-H Clubs, and the National Coalition of Hispanic Health and Human Services.

Circle One:

0	1	2.5	3	4	
Does Not Meet Criteria	Minimally Meets Criteria	Adequately Meets Criteria	Fully Meets Criteria	Exceeds Criteria	**SCORE**

D. *Evidence of favorable policies and/or legislation.* Characterize the political and administrative environments and give evidence of political or administrative support for the proposed community-based planning effort to combat child abuse and neglect. Give examples of actual favorable policies or legislation in Appendix D (discussed below).

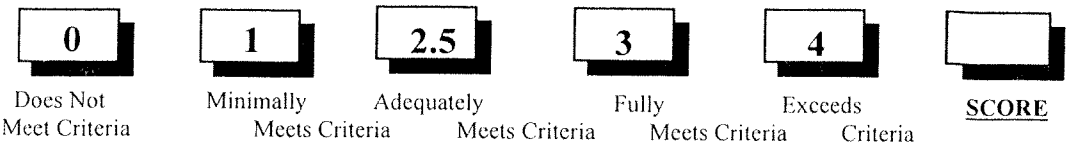
Circle One:

0	.5	1	1.5	2	
Does Not Meet Criteria	Minimally Meets Criteria	Adequately Meets Criteria	Fully Meets Criteria	Exceeds Criteria	**SCORE**

3. Stakeholders for this purpose are those parties who (a) are decisionmakers or influence makers, (b) are likely to be affected by decisions (especially able victims and their families and frontline workers), or (c) have specific, needed expertise.

E. *Evidence of economic well-being.* Establish either the existence of a sound local economy or the current infusion of substantial public and/or private resources to improve the community's economy. The latter could be shown through designation as an Enterprise Community/Empowerment Zone.

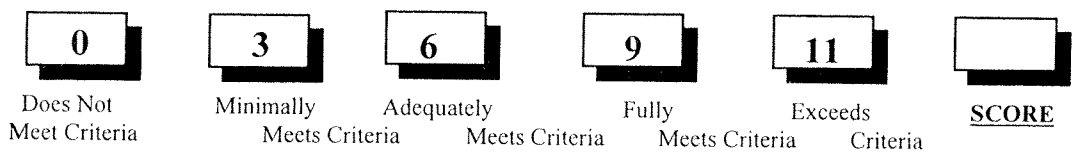
Circle One:



(10) Applicants should describe a sound governance structure capable of carrying out the proposed initiative. In demonstrating that the collaborative and governance structures form an infrastructure capable of carrying out the project outlined in this solicitation, applicants are also to:

- Identify the roles and responsibilities of each involved agency, committee, board, or other entity and explain its relationship to the overall effort.
- Name and describe the capabilities and experience of all staff and consultants who will play lead roles in managing the planning effort. Include résumés or brief descriptions of key personnel in Appendix E (discussed below).
- Indicate the percentage of time for each named staff or consultant.
- Describe the management practices that will be used to evaluate program progress and to ensure corrective action.

Circle One:



(11) **Note:** *Applicants from rural or tribal communities (refer to footnote #2) are to budget for up to $425,000 for planning and implementation activities for the initial 18-month budget period, while urban applicants are to budget for up to $925,000.*[4] *For each budget, up to $75,000 is to be designated for planning. However, with appropriate justification and demonstrated need, additional funds may be requested for planning activities. Once the planning phase has been completed and the plan approved, the balance of implementation funds for the initial budget period will be released.*

Applicants are to provide specific and detailed planning budget figures and supporting budget narrative. The remainder of the award funds ($350,000 for rural/tribal communities and $850,000 for urban communities) should be designated for implementation activities. OJP recognizes that the implementation portion of the budget will need to be preliminary because the selected jurisdictions will develop detailed implementation budgets during the planning phase. The budget narrative must clearly and comprehensively describe the activities and strategies proposed and the persons or agencies responsible for its implementation.

Circle One:

0	2	3	4.5	6	
Does Not Meet Criteria	Minimally Meets Criteria	Adequately Meets Criteria	Fully Meets Criteria	Exceeds Criteria	**SCORE**

(12) As further evidence of commitment and capability, applicants are encouraged to leverage this award with other funds. The applicant must show the amount and source of any leveraged money commitments and note whether the funds are reallocated or new. Reallocated funds can be local, State, or other Federal funds directed to this initiative. Sources of leveraged funds might include local taxes, public funds, alcohol and other drug prevention monies, Family Preservation and Support grants, family violence grants, youth development funds, and others.

Circle One:

0	1	2	3	4	
Does Not Meet Criteria	Minimally Meets Criteria	Adequately Meets Criteria	Fully Meets Criteria	Exceeds Criteria	**SCORE**

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4. **Note:** The applications for urban communities or multiple local communities in a rural state or otherwise eligible for VAWGO funds may apply for up to $925,000. That an applicant requests more than allowed, is of no consequence at this stage of the review.

(13) To help gauge the likelihood of grantee success, applicants are to submit the following appendixes as evidence of their readiness and potential:

A. **Appendix A**. Resource directory. This is a listing of local services to children and adolescents and their families in the area of child abuse and neglect. At a minimum, it has provider names, addresses, phone numbers, and a brief description of the services offered.

Circle One:

0	.5	1	2	3	
Does Not Meet Criteria	Minimally Meets Criteria	Adequately Meets Criteria	Fully Meets Criteria	Exceeds Criteria	**SCORE**

B. **Appendix B.** Cross-system protocols. These are interagency agreements and protocols outlining a multidisciplinary approach to the investigation and prosecution of child abuse and neglect cases, case management and tracking, and provision of services and treatment to child and adolescent victims and their families. At a minimum, such agreements will be among the police department, the child welfare system, the prosecutor's office, and the appropriate medical and mental health agencies. Agreements and protocols that include the criminal and juvenile courts, the offices of the corporation counsel,[5] the prosecutor, the school system, and victim's services and advocates will further enhance the application. (To meet page limitations, applicants may provide a bibliography of protocols and interagency agreements that includes date(s) of agreement/effective date(s) and selected, relevant pages as evidence of the applicability of the documents to this effort.)

Circle One:

0	1	2	3	4	
Does Not Meet Criteria	Minimally Meets Criteria	Adequately Meets Criteria	Fully Meets Criteria	Exceeds Criteria	**SCORE**

C. **Appendix C.** Statement of collaborative application. It is imperative that the plan be a mutual submission by all stakeholders. As evidence, submit a statement asserting that each party signing was substantially involved in the development of the plan. The statement *must* contain each person's original signature, typed/printed name, address, telephone number, and affiliation (title and agency or role—e.g., parent, block leader).

Circle One:

0	1	2	3	4	
Does Not Meet Criteria	Minimally Meets Criteria	Adequately Meets Criteria	Fully Meets Criteria	Exceeds Criteria	**SCORE**

D. **Appendix D.** Evidence of favorable policies and/or legislation. Applicants are

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5. This office is referred to under various names. In some jurisdictions it is known as the civil prosecutor's office. What is meant is the office that typically handles family court and domestic relations matters.

to document the existence of a favorable climate by listing current agency policies or local or State legislation that aids interagency, communitywide collaboration in regard to abuse and neglect or related issues. As with Appendix B, applicants may choose to do this by providing a bibliography of policies and legislation that includes effective date(s) along with selected, relevant pages.

Circle One:

0	.5	1	1.5	2	
Does Not Meet Criteria	Minimally Meets Criteria	Adequately Meets Criteria	Fully Meets Criteria	Exceeds Criteria	**SCORE**

E. **Appendix E.** Key staff résumés. Include résumés or brief descriptions of the relevant experience of key staff named in the "Management and Organizational Capability" section.

Circle One:

0	.5	.5	1	1	
Does Not Meet Criteria	Minimally Meets Criteria	Adequately Meets Criteria	Fully Meets Criteria	Exceeds Criteria	**SCORE**

F. **Appendix F.** Timeline of major project activities.

Circle One:

0	.5	.5	1	1	
Does Not Meet Criteria	Minimally Meets Criteria	Adequately Meets Criteria	Fully Meets Criteria	Exceeds Criteria	**SCORE**

☆ PEER REVIEW RATING CRITERIA (FORM D)☆

SAFE KIDS/SAFE STREETS—COMMUNITY APPROACHES TO REDUCING ABUSE AND NEGLECT AND PREVENTING DELINQUENCY

Reviewer: _____

Name of Applicant: _____

Appplication Number: _____

Instructions:

Summarize your assessment of the overall strengths and weaknesses of this application. Critical factors to consider are: (1) applicant's understanding of abuse and neglect relative to target jurisdiction and applicant's understanding of issues of collaboration; (2) feasibility of proposal; (3) match between proposed activities and all four program elements outlined in the solicitation; (4) extent to which proposed target population corresponds with solicitation's requirement for target population; (5) viability of community collaborative as measured by its stage of development, achievements and composition; (6) capability and readiness of applicant and collaborative to implement proposal (governance structure and demonstrated commitment); and (7) reasonableness of correlation between proposed planning and implementation budgets and proposed activities.

OVERALL STRENGTHS OF APPLICATION

OVERALL WEAKNESSES OF APPLICATION

**Except for the Appendices, review the entire proposal for responsiveness to selection criteria; do not limit your review to one or more portions of application.*

Use the enclosed diskette to prepare a list of overall strengths and weaknesses and a narrative justification for your rating of each criterion. Provide page number(s) to support your justification and reference the pertinent part(s) of the application (or those pages where you expected there would have been pertinent material).

(1) Outline the scope and nature of child and adolescent abuse and neglect in the applicant jurisdiction and describe the applicant community and the target population. Provide justification for the proposed effort based on a community assessment process. Delineate and prioritize the major issues related to ameliorating abuse and neglect within the applicant community. These might include, for example, ethnic and cultural considerations, identification and assessment, availability of services, and case management processes.

Justify/Document in Detail:

(2) Discuss the problems of communitywide/cross-agency collaboration and demonstrate that the applicant has both engaged the appropriate stakeholders in its planning process and possesses a clear understanding of the processes, supports, and impediments to community collaboration.

Justify/Document in Detail:

(3) Outline the applicant's vision for ameliorating abuse and neglect, describing how the involved systems and agencies will operate upon conclusion of the planning and implementation phases

Justify/Document in Detail:

(4) Provide goals and specific measurable objectives for the planning process. At a minimum, these objectives will address the priority issues delineated in #1 and #2 above, the solicitation's goals, program elements and objectives, and the planning process as it support sachievement of the solicitation's goals and objectives.

Justify/Document in Detail:

(5) Describe the intended planning process and detail the major activities that will be undertaken in the development of the implementation plan. Include a timeline of major planning period events in Appendix F (discussed below). Describe how proposed plans will build on and/or fit within current and past communitywide planning processes to achieve the solicitation's objectives. (Sites containing Weed and Seed neighborhoods, for example, are to show how their plans make use of Weed and Seed strategies to address child/adolescent abuse and neglect communitywide.[1]) For all applicants this can be shown in a number of ways:

- Expanding existing interagency agreements to include the additional stakeholders needed to address child and adolescent abuse and neglect.
- Developing community policing efforts aimed at preventing, identifying, and intervening in child and adolescent abuse and neglect cases.
- Creating or expanding targeted programs to protect children and adolescents.

Justify/Document in Detail:

(6) Describe in detail (activities, responsibilities, due dates) plans to develop the required products (described on page 38 of the solicitation) or current progress in developing the products.

Justify/Document in Detail:

(7) Indicate how proposed plans address or will address the multiethnic, multicultural, and gender-specific considerations for meeting the needs of abused and at-risk children, adolescents, and their families. The description should convey a clear understanding of those considerations and issues.

Justify/Document in Detail:

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1. Although Weed and Seed efforts are directed at discrete neighborhoods within a larger community, efforts to reduce abuse and neglect need the cooperation of systems and personnel located outside those neighborhoods.

(8) **Note:** *With respect to data collection and evaluation, selected sites will work with the national evaluator to identify specific variables or indicators by which to measure process, performance, and outcomes of the whole initiative and of selected component programs. The set of measures will include some variables that can be compared across sites.*

In this section each site is to describe how it proposes to work with the national evaluator to develop the variables. Applicants are also to describe how they intend to evaluate their efforts. The purpose of the local evaluation is to document through qualitative and quantitative measures the implementation processes and key factors affecting success and the efficacy of specific program components and to determine the impact of the program.

Justify/Document in Detail:

(9) Applicants should demonstrate the following:

A. *Readiness to reform.* Discuss the community's history of collaboration and planning as it addressed or addresses abuse and neglect. Include a description of the participants, major milestones, and the process of assessment. Clarify what has been done, what is in process, and what remains to be done. Note any training or technical assistance that has been received.

Justify/Document in Detail:

B. *Capacity to sustain and build a community collaborative.*[2] Demonstrate the existence, viability, and accomplishments to date of multidisciplinary arrangements whereby various agencies in a jurisdiction are working cooperatively or collaboratively to improve the community's response to child abuse and neglect. Descriptions should answer the following questions:

- How does the group make decisions?
- How often has it met?
- How are responsibilities divided among members?
- How does the group carry out its activities?
- What resources does the group manage?
- What are the sources of those resources?
- To what individual in what agency is the group responsible?
- What authority does the group have?

Justify/Document in Detail:

2. Applicants should note that collaboratives differ from coordinated or cooperating groups in that members of a collaborative share responsibility, accountability, and resources. In this instance a communitywide collaborative will extend and institutionalize multidisciplinary practices across all the systems that prevent, intervene in, or treat child abuse and neglect (or have the potential to do so). Core systems in such a collaborative are justice, child welfare, and family services. Additionally, communitywide responses to child abuse and neglect should also involve school systems, religious and private charitable organizations, community-based agencies, able abuse victims and their families, the media, and informal family support mechanisms.

C. Applicants also must document that the collaborative or cooperative groups represent all the relevant stakeholders[3] needed to reduce the incidence of abuse and neglect in the community. The documentation should provide answers to the following questions:

- Who are members of the group?
- How are members selected?
- What constituency does each member represent?
- What are the roles and responsibilities of each group member?

Finally, jurisdictions are to identify and include, in the planning and implementation phases, atypical resources and stakeholders including grassroots organizations, local bar associations, religious institutions, and local chapters of national organizations such as, but not limited to, the National Parent-Teachers Association, the Congress of National Black Churches, the Junior League, the Boys & Girls Clubs, the National Urban League, 4-H Clubs, and the National Coalition of Hispanic Health and Human Services.

Justify/Document in Detail:

D. *Evidence of favorable policies and/or legislation.* Characterize the political and administrative environments and give evidence of political or administrative support for the proposed community-based planning effort to combat child abuse and neglect. Give examples of actual favorable policies or legislation in Appendix D (discussed below).

Justify/Document in Detail:

E. *Evidence of economic well-being.* Establish either the existence of a sound local economy or the current infusion of substantial public and/or private resources to improve the community's economy. The latter could be shown through designation as an Enterprise Community/Empowerment Zone.

Justify/Document in Detail:

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3. Stakeholders for this purpose are those parties who (a) are decisionmakers or influence makers, (b) are likely to be affected by decisions (especially able victims and their families and frontline workers), or (c) have specific, needed expertise.

(10) Applicants should describe a sound governance structure capable of carrying out the proposed initiative. In demonstrating that the collaborative and governance structures form an infrastructure capable of carrying out the project outlined in this solicitation, applicants are also to:

- Identify the roles and responsibilities of each involved agency, committee, board, or other entity and explain its relationship to the overall effort.
- Name and describe the capabilities and experience of all staff and consultants who will play lead roles in managing the planning effort. Include résumés or brief descriptions of key personnel in Appendix E (discussed below).
- Indicate the percentage of time for each named staff or consultant.
- Describe the management practices that will be used to evaluate program progress and to ensure corrective action.

Justify/Document in Detail:

(11) **Note:** *Applicants from rural or tribal communities (refer to footnote #2) are to budget for up to $425,000 for planning and implementation activities for the initial 18-month budget period, while urban applicants are to budget for up to $925,000.*[4] *For each budget, up to $75,000 is to be designated for planning. However, with appropriate justification and demonstrated need, additional funds may be requested for planning activities. Once the planning phase has been completed and the plan approved, the balance of implementation funds for the initial budget period will be released.*

Applicants are to provide specific and detailed planning budget figures and supporting budget narrative. The remainder of the award funds ($350,000 for rural/tribal communities and $850,000 for urban communities) should be designated for implementation activities. OJP recognizes that the implementation portion of the budget will need to be preliminary because the selected jurisdictions will develop detailed implementation budgets during the planning phase. The budget narrative must clearly and comprehensively describe the activities and strategies proposed and the persons or agencies responsible for its implementation.

Justify/Document in Detail:

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4. **Note:** The applications for urban communities or multiple local communities in a rural state or otherwise eligible for VAWGO funds may apply for up to $925,000. That an applicant requests more than allowed, is of no consequence at this stage of the review.

(12) As further evidence of commitment and capability, applicants are encouraged to leverage this award with other funds. The applicant must show the amount and source of any leveraged money commitments and note whether the funds are reallocated or new. Reallocated funds can be local, State, or other Federal funds directed to this initiative. Sources of leveraged funds might include local taxes, public funds, alcohol and other drug prevention monies, Family Preservation and Support grants, family violence grants, youth development funds, and others.

Justify/Document in Detail:

(13) To help gauge the likelihood of grantee success, applicants are to submit the following appendixes as evidence of their readiness and potential:

A. **Appendix A**. Resource directory. This is a listing of local services to children and adolescents and their families in the area of child abuse and neglect. At a minimum, it has provider names, addresses, phone numbers, and a brief description of the services offered.

Justify/Document in Detail:

B. **Appendix B.** Cross-system protocols. These are interagency agreements and protocols outlining a multidisciplinary approach to the investigation and prosecution of child abuse and neglect cases, case management and tracking, and provision of services and treatment to child and adolescent victims and their families. At a minimum, such agreements will be among the police department, the child welfare system, the prosecutor's office, and the appropriate medical and mental health agencies. Agreements and protocols that include the criminal and juvenile courts, the offices of the corporation counsel,[5] the prosecutor, the school system, and victim's services and advocates will further enhance the application. (To meet page limitations, applicants may provide a bibliography of protocols and interagency agreements that includes date(s) of agreement/effective date(s) and selected, relevant pages as evidence of the applicability of the documents to this effort.)

Justify/Document in Detail:

C. **Appendix C.** Statement of collaborative application. It is imperative that the plan be a mutual submission by all stakeholders. As evidence, submit a statement asserting that each party signing was substantially involved in the development of the plan. The statement *must* contain each person's original signature, typed/printed name, address, telephone number, and affiliation (title and agency or role—e.g., parent, block leader).

Justify/Document in Detail:

D. **Appendix D.** Evidence of favorable policies and/or legislation. Applicants are to document the existence of a favorable climate by listing current agency policies or local or State legislation that aids interagency, communitywide collaboration in regard to abuse and neglect or related issues. As with Appendix B, applicants may choose to do this by providing a bibliography of policies and legislation that includes effective date(s) along with selected, relevant pages.

Justify/Document in Detail:

5. This office is referred to under various names. In some jurisdictions it is known as the civil prosecutor's office. What is meant is the office that typically handles family court and domestic relations matters.

E. **Appendix E.** Key staff résumés. Include résumés or brief descriptions of the relevant experience of key staff named in the "Management and Organizational Capability" section.

Justify/Document in Detail:

F. **Appendix F.** Timeline of major project activities.

Justify/Document in Detail:

(1) Does the applicant's community have an operating children's advocacy center or other child-centered multidisciplinary program? *Yes* ☐ *No* ☐

Justify in Detail:

(2) Does the applicant's community have a Court Appointed Special Advocates (CASA) program or similar child advocacy program? *Yes* ☐ *No* ☐

Justify in Detail: