



CRIMINAL JUSTICE
COORDINATING COUNCIL

2025 Title II Formula Grant Program

Programs that support strength-based interventions within communities exhibiting high levels of systemic risk.

Continuation Projects ONLY

**Due by July 31, 2026
4:00 PM**

CRIMINAL JUSTICE COORDINATING COUNCIL

One Government Center, Suite 1720

Toledo, Ohio 43604

Telephone: 567.200.6850

Fax: 567.200.6855

www.lucascountycjcc.org

Holly Matthews, Executive Director

TITLE II FORMULA GRANT AND PURPOSE OF SOLICITATION

The Ohio Department of Youth Services (ODYS) is responsible for administering the Title II Formula Grant, which is awarded to Ohio annually by the Federal Office of Juvenile Justice and Delinquency Prevention (OJJDP). The Criminal Justice Coordinating Council's (CJCC) Regional Planning Unit (RPU) assists ODYS in administering the Title II grant solicitation to eligible Lucas County agencies.

CJCC is accepting applications for Title II Formula Grant funding to assist communities in providing strength-based interventions within communities exhibiting high levels of systemic risk. Projects funded must deploy structured models that increase a youth's baseline sense of safety, belonging, efficacy, and self-worth.

APPLICATION DUE DATE

Applications are due **July 31, 2026 by 4:00 PM** to be considered for funding. Applicants must complete the on-line [Foundant On Line Application](#).

For technical assistance on any part of the Title II application, call Marla Conkin at 567.200.6826 or email marla.conkin@noris.org

PERIOD OF THE AWARD AND FUNDING AMOUNTS

The CJCC has \$70,000.00 to fund one or more continuation projects. Programs selected will be expected to operate from October 1, 2026 through September 30, 2027. Programs demonstrating successful outcomes will be eligible for an additional two years of continued funding.

SAM Number

Applicants are required to have a System of Awards Management (SAM) registration. The SAM identification number must be listed on the face page of the application. Please go to SAM.GOV for additional information.

ELIGIBLE APPLICANTS

The applicant agency must be a public or private agency with a demonstrated experience providing services to youths. Eligible applicants include:

- Non-profit agencies that serve youth
- Community organizations with a history of providing services to youth.
- Educational service centers
- Social service agencies
- Grassroots start-up agencies with local partnerships and credible references.

TARGET GEOGRAPHIC AREAS

Applicants must provide services within Lucas County, Ohio.

TARGET POPULATION

Youths, ages 10 to 17, who are at-risk of delinquent behavior or who have been identified as delinquent are the target population. Specific risk factors must be identified in the application.

COMPLIANCE REQUIREMENTS

Civil Rights Statutes

As a condition of eligibility, all applicants must certify that they maintain written policies regarding conflict of interest and comply with all applicable civil rights laws and non-discrimination requirements.

Determination of Suitability

Applicants must maintain internal policies and/or protocols to determine the suitability of individuals to interact with participating minors. While these documents do not need to be submitted with this application, successful applicants will be required to demonstrate compliance, including the submission of suitability determinations for all grant-funded staff, as a condition of receiving an official award agreement. The details of this requirement are posted on the Office of Justice Programs website: [Determination of Suitability](#)

PROGRAM DESCRIPTION

The purpose of the Ohio FY25 Title II Formula Grants Program is to prevent and reduce juvenile delinquency by providing community-based support that limits initial and further contact with the juvenile justice system. The CJCC is allocating its funding to the program areas for positive youth development. This serves as the foundation for a data-informed prevention model that targets resources at high-need communities throughout the state. This approach ensures that delinquency prevention services are delivered equitably, with a specific focus on urban jurisdictions where youth experience high levels of risk.

FUNDING CATEGORY

Applicants may apply for funding under the following category:

Positive Youth Development (PYD)— Positive Youth Development funds will support strength-based interventions within communities exhibiting high levels of systemic risk. Projects funded under this area must deploy structured models that increase a youth's baseline sense of safety, belonging,

efficacy, and self-worth. Subgrantees will track success using prescribed OJJDP performance measures across both social and academic domains.

- **Pro-Social engagement and Leadership Programs:** Structured, safe after-school or community-based activities that foster teamwork, accountability and positive peer relationship building.
- **Mentoring and Tutoring Initiatives:** High-quality adult or peer mentoring matches combined with academic support systems to ensure youth remain connected to and successful within alternative or traditional learning environments.
- **Strength-Based Skill Building:** Programs offering life skills training, emotional regulation strategies, or workforce readiness to empower at-risk youth with the target urban services areas.

APPLICATION ELEMENTS

Applicants must address each section of the application. The following are the application sections:

1. **Organizational Background** – Provides identifying information for CJCC/ODYS about the subgrantee and contacts for the program. The project director is the person that will be responsible for operating the program including programmatic activities. The implementing agency is responsible for the award and will most often be the same agency as the one operating the project. The Fiduciary Subgrantee is the fiduciary agency for the subgrant award.
2. **Problem Statement** – Describe the specific safety, delinquency, or juvenile justice issues within your target community that this program will address. Comprehensive answers must include:
 - **Supporting Data:** Provide recent qualitative or quantitative data/statistics to substantiate the documented need or service gaps.
 - **Barriers to Success:** Identify existing systemic or environmental barriers faced by at-risk or system-involved youth in your service area.
 - **Community Assets:** Detail existing resources or programs that support youth in your area, and how your proposed programming will supplement or partner with them rather than duplicate services.
3. **Program Design and Implementation** – Provide a detailed overview of the proposed program, explaining how its design serves as a direct, strength-based solution to the problems identified in your Statement of Need. Comprehensive answers must include:
 - **Core Modality & Skills:** Describe the specific services provided (e.g., mentoring, tutoring, behavioral health, pro-social engagement) and the skills taught to youth. Detail how these services are delivered (individual, group, classroom, role-play, etc). If group based, specify average group sizes.
 - **Dosage and Timeline:** Detail the frequency and duration of youth participation (e.g., hours per week/month) and the average length of time required to

- complete the program.
 - **Referral and Selection:** Explain how youth are identified, recruited, or referred to our program.
 - **Stakeholder Engagement:** Describe how youth, families, and community members are meaningfully included in program design and decision-making processes.
 - **Success Criteria:** Clearly define what a youth must accomplish to successfully graduate or complete the program.
4. **Geographic Area and Target Population:** Define the target population and the specific geographic area/community where the program will operate. Comprehensive answers must include:
- **Demographics and Risk Factors:** Describe the specific youth to be served, including demographic data and indicators explaining why this population requires targeted delinquency prevention services.
 - **Location of Services:** Detail the physical settings where programming occurs (e.g., schools, recreation centers, community spaces).
 - **Geographic Justification:** Provide neighborhood-level data or justification explaining why this specific area was selected, highlighting how it aligns with Ohio's focus on high-need or high-risk urban jurisdictions.
5. **Expected Program Outcomes and Data Collection:** Describe how your program tracks improvements in youth behavior, academic performance, or social-emotional well-being. Comprehensive answers must include:
- **Outcome Alignment:** Describe how your program tracks improvements in youth behavior, academic performance, or social-emotional well-being.
 - **Data Collection Plan:** Detail your organization's concrete plan to collect, track and report the mandatory OJJDP performance measures including:
 1. Total number of program youth served.
 2. Number of youth completing all program requirements.
 3. Number of youth who commit a new offense or re-offend while receiving services.
 4. Number of youth exhibiting the desired change in intended outcomes.
 5. Number of youth satisfied with the program.
 - **Systemic Impact:** Explain how your program will track its contributions to reducing formal juvenile arrests and court referral within our target service area.
6. **Organizational Experience and Capabilities:** Detail your organization's qualifications, historical performance, and capability to successfully manage this grant project. Comprehensive answers must include:
- **Direct Service Experience:** Demonstrate your organization's past success in providing direct service programming to at-risk or justice-involved youth and

families.

- **Staff and Contractor Qualifications:** Summarize the experience, certifications, or specialized training of key program staff and contractors executing the project.
 - **Administrative Capacity:** Briefly explain your organization's capacity to accurately track federal performance metrics and maintain compliance with grant reporting schedules.
7. **Evidence Based or Promising Practice** – Is your program model based on an established evidence-based practice (EBP), or is it a promising, locally developed intervention? Please identify the framework, curriculum, or research model guiding your strength-based approach.
 8. **Sustainability for Working with Minors** – explain the process that will be used to check the background of employees and volunteers, if applicable, to ensure that they are suitable for work with the youth in the program.
 9. **Detailed budget** – cost must be reasonable based on the number of youths to be served and program activities.

BUDGET AND FISCAL GUIDANCE

APPLICATION BUDGETS

All items must be reasonable and necessary for the program or services that will be provided. CJCC/ODYS reserves the right to revise or adjust budgets prior to final approval.

MATCH

Title II funding does not require a match when funding is used for programs and services.

ALLOWABLE COSTS

Allowable costs under this solicitation include:

- **Salaries for personnel:** costs for hours spent working with or other activities directly related to the program. Overtime cannot be charged against an award. For each position funded by this grant the budget must include each position title, time devoted to the project (total hours), pay rate and responsibilities of this position for implementing and operating the grant program.
- **Fringe Benefits:** costs based on a percentage of the salary for the personnel listed in the budget and only for the percentage of time each position is charged to the project. These are the extra costs you pay for your employees on top of their salary, including items like FICA taxes, health insurance, retirement, and paid time off. Narrative justification must explain the costs and calculations (agency approved fringe rate for employees charged to the grant).
- **Consultant/Contracts/Purchased Services:** This category includes costs for outside experts or professional services provided by third parties, such as training consultants,

subject matter experts, or bookkeepers. Costs may not exceed \$650 per day for an 8-hour workday or \$81.25 per hour. Narrative must explain how the consultant(s) is necessary for the success of the project. Provide explanation of cost to be paid from the grant to the consultant, i.e., fees, travel, meals, and lodging. Each consultant / service must be listed separately and include the name and service provided. Applicants must ensure they choose the specific category that fits their vendor.

- **Travel:** This covers expenses for staff traveling on official grant business, including mileage for site visits, airfare for required training, and lodging or meals for conferences. Costs for use of a personal vehicle may be charged at \$.58 per mile. Mileage may not be charged for commuting or activities not directly related to program activities. Budget should include aggregate project related expenses required for staff (for example, training, field work, meetings). Narrative must indicate why the travel is necessary for the success of the project. Meals and lodging may not exceed the GSA published per diem rates.
- **Equipment:** Equipment may be purchased as needed to meet the program goals. General office equipment may or may not be approved depending on the justification provided in the application and the cost of shared equipment must be prorated. This category is for high-value items that cost \$1,000 or more and last for more than a year, such as specialized vehicles, computer servers, or expensive scientific tools. Narrative must explain how the equipment is necessary for the success of the project, procurement method used, and allocation methods (if applicable).
- **Supplies:** costs are divided into three subcategories. Applicants must allocate funds to the appropriate sub-category based on the primary purpose of the item:
 - **Office Supplies:** Routine administrative items necessary for project operation.
 - **Program/Intervention Supplies:** Specialized materials used directly by youth participants to facilitate program activities (e.g., sensory tools, art therapy materials, educational kits). The narrative must describe how these materials are linked to the program's intervention goals.
 - **Food and Refreshment:** A strictly controlled sub-category. Funding is restricted to essential program activities (e.g., snacks during long-duration sessions).
 - **Note for Food and Refreshment Subcategory:** Federal Authority Notice: Per the DOJ Grants Financial Guide, food and beverage costs are generally unallowable under Department of Justice awards. Under OJJDP Title II Formula Grant guidelines, an exception is only made when food is classified as a direct programmatic service cost or a necessary participant accommodation (e.g., maintaining cognitive focus during long-duration interventions). If requesting funds under this specialized sub-category, the applicant must provide a detailed programmatic justification in the budget narrative. While exact daily agendas may not be finalized at the time of application submission, the narrative must clearly outline the general programmatic framework by addressing the following:
 - ✓ Target Audience and Structure: Identify who will receive the food (e.g., youth participants during afterschool sessions, families during mandatory evening workshops) and the estimated frequency of the events.
 - ✓ Programmatic Nexus and Duration: Explain how the food directly supports the evidence-based intervention. State the expected duration of the sessions (e.g., "youth are engaged in 3 hours of intensive behavioral programming

immediately following the school day”) and why nutritional sustenance is required to maintain participant engagement and focus.

- ✓ Cost Appropriateness: Detail the anticipated cost-per-head or cost-per-session (e.g., “\$2.50 per youth for healthy snacks across 40 sessions”). Costs must be modest, reasonable, and strictly restricted to healthy snacks or light refreshments.
- ✓ Note: Budget line items simply labeled "Food," "Pizza," or "Meals for events" without the specific programmatic context outlined above will be flagged for removal during the application review process.
- **Other Costs:** costs may include prorated rent, utilities, telephone, copying and printing. Other items may be considered when the cost is reasonable. Other Facilities and Utilities Narrative Requirement: Applicants must itemize all facility-related costs, including rent, utilities, and communications (phone/internet).
 - Direct Allocation: If these costs are billed directly to this project, provide the basis for allocation (e.g., square footage percentage, full-time equivalent staff ratio, or dedicated line usage). You must submit a clear, written cost allocation methodology.
 - Indirect Costs: If these items are covered under an existing federally negotiated indirect cost rate (NICRA) or the de minimis rate (15% of Modified Total Direct Costs), please indicate this. Costs included in an indirect rate cannot be claimed as direct costs.

UNALLOWABLE COSTS

The following costs **are not** allowable under this solicitation:

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| • Administrative costs | • Automobile purchases |
| • Salary costs of personnel not working directly on the program | • Licensure costs |
| • Parking fees | • Costs related to fund raising |
| • State and local taxes | • Costs of corporate formation |
| • Bonuses and employee incentives | • Fines and penalties |
| • Meals for employees | • Entertainment with no programmatic value as it relates to youth |
| • Lobbying costs | • Prizes, Rewards, and Cash Incentives |

The following guidance is provided to assist in completing the **Detail Budget** sections of the application. Please review prior to completion and consider the amount you are requesting for each budget item. Although requested budget amounts are a best estimate, all costs must be reasonable, allocable and necessary to the success of the program.

SALARIES FOR PERSONNEL

Salary and fringe benefit costs may be charged for personnel who work directly on the program. Charges must be *only for those hours worked and timesheets must be maintained for all staff who work on the program*. Salary and fringe benefits may be charged for personnel for hours worked on program activities. *Timesheets must be kept for all personnel charged to the award*. Hourly wages cannot exceed the amount paid for a similar work and overtime pay cannot be charged solely to federal funds.

FRINGE BENEFITS

Fringe benefits can be charged based on a percentage of salary costs when the applicant can justify the cost and has documentation available for review. Standard fringe benefit costs include:

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|-----------------------------|--|
| • FICA | 7.65 % |
| • PERS | 14% |
| • Unemployment Compensation | Between 2% and 6% for the first \$9,000 of an employee's annual wages |
| • Insurance Premiums | Prorated at the same percentage of time as the employee works on the program |

Federal Award Administration Information

Pre-Award Risk Assessment

Prior to issuing an official grant agreement, CJCC/DYS will review the applicant's risk profile, past grant compliance and financial stability.

POST-AWARD CONDITIONS/ON SITE MONITORING

CJCC's Grants Manager (GM), and possibly the Grants Management Representative (GMR) from ODYS will conduct one or more onsite visits per year. Project Directors will also be subject to desk monitoring or project meetings as deemed necessary by CJCC/ODYS

AUDIT

CJCC and ODYS are required to ensure that all recipients of federal funding, awarded by the

agency, adhere to OBM Circular A-133 and the OJP Financial Guide audit requirements, which states that agencies expending \$1,000,000 or more in federal funds annually have an audit. Therefore, CJCC is requiring that applicants submit a copy of the Subgrantee agency's most recent audit report, or current agency financial report.

QUARTERLY PERFORMANCE REPORTING

Data collection and reporting is required per the OJJDP Performance Measures. Data must be reported to CJCC/ODYS quarterly and to OJJDP annually. It will be the project director's responsibility to collect and report data. CJCC/ODYS will provide a template for quarterly performance measures.

MONTHLY FINANCIAL REPORTING

This is a reimbursement only grant. Project directors are required to submit monthly financial reports (MFR) to report expenditure and request payments. Reports will be due 10 days after completion of the month being reported. OJJDP requires that ODYS/CJCC collect documentation for all expenditures and receipts are required with all payment requests.

Acceptable documentation will include:

- Personnel and fringes—payroll records, timesheets and copies of checks
- Consultant and contracts—copies of contracts, payments, vouchers and invoices
- Travel—mileage logs, hotel and parking receipts
- Supplies—detailed receipts for purchases
- Food/Refreshments: To comply with federal Title II audit standards, subrecipients approved for Supplies, Food and Refreshments funding must maintain rigorous tracking. Reimbursement requests submitted with monthly invoices will be denied unless accompanied by the following mandatory documentation:
 1. Itemized Receipts: Subrecipients must submit original, itemized receipts detailing exactly what was purchased. General credit card signature slips showing only a grand total are not acceptable. Expenditures for unallowable items (e.g., adult meals, excessive catering fees, or sugary/celebratory party foods) will be deducted from the reimbursement.
 2. Finalized Event Agenda: For every date a food expenditure occurs, a finalized, timed agenda must be provided. The agenda must prove that the food was consumed during active, substantive programming or structured intervention blocks, and not during social, recreational, or post-event hours.
 3. Participants Snack and Attendance Log: Subrecipients must submit a standardized log for each date funds are claimed. The log must explicitly state:
 - The date and time of the session.
 - The specific name of the programmatic activity/intervention.
 - The exact number of youth/family participants actively present.
 - A description of the specific refreshments provided.

- Failure to maintain and submit matching logs, itemized receipts, and agendas that align with the specific dates of invoice expenditures will result in an immediate disallowance of costs and a hold on future reimbursement requests.
- Equipment—inventory forms and receipts for purchases (equipment must be tagged)
- Other costs—payment vouchers, receipts and copies of checks

STATE AND FEDERAL AWARD CONDITIONS

CJCC/ODYS will apply state and federal conditions of award that must be adhered to if the program is funded. Standard conditions will apply to every program and special conditions are specific to individual program.

By submitting an application, the potential subrecipient understands that if awarded funding pursuant to this solicitation, the terms, the conditions, and the availability of continued funding are subject to future communications and guidance from DOJ.