

application and would still be able to submit one other State-designated application.

Applicants must fax a letter clearly marked with a subject line entitled "Eligibility Designation for application number \_\_\_\_" and identify the application as eligible under one of the following areas, as determined by the primary lead program or project: (1) HHS's Court Improvement Program, (2) Model Dependency Court, (3) Safe Start Initiative, or (4) Safe Kids/Safe Streets Project. If the application is being submitted in collaboration with other projects, the applicant must indicate the Eligibility Designation for application number \_\_\_\_ as follows: "Eligibility Designation: \_\_\_\_ in collaboration with \_\_\_\_ and \_\_\_\_" filling in one or more of the invited projects identified above as eligible. This letter is to be faxed as part of the application deadline.

All applicants must submit a Statement of Collaborative Application via fax, following the same instructions as referenced above. It is imperative that the application be mutually submitted by all of the stakeholders needed to develop this project. Applicants must submit a statement signed by each participating member stating that they are substantially involved in the development of the plan and are committed to participating in the collaborative pilot project. The statement must contain each collaborative member's original signature, typed/printed name, address, telephone number, and affiliation (title and agency or role [in the case of a parent or community representative]). The statement should demonstrate a clear commitment to participate in the national development and pilot implementation of the performance measures and functional standards.

Applicants must identify all the eligible, invited projects in their jurisdiction and apply in collaboration with these projects; therefore, a special section in the Statement of Collaborative Application must be set aside to identify these projects and to affirm that the application has been developed in coordination and collaboration with them. The lead agency for each eligible, invited project must sign the statement. For instance, if a jurisdiction contains both a Model Dependency Court project and a Safe Start Initiative, the projects must submit an application collaboratively, and the lead agencies of each must sign a statement of joint application.

Finally, applicants must also demonstrate a high capacity for collaboration and court improvement

while also demonstrating a strong need for support to develop MIS capabilities.

Applicants must comply with *all the requirements* set forth in this solicitation to be eligible for competition under this award. Absence of the required faxed letters, for instance, may result in disqualification.

#### **Selection Criteria**

All applications will be evaluated and rated by a peer review panel according to the selection criteria outlined below. Applicants must use these selection criteria headings for their program narrative and must present information in this order. Selection criteria will be used to assess each applicant's responsiveness to application requirements, compliance with eligibility requirements, organizational capability, and thoroughness and innovation in response to strategic issues related to project implementation. Staff and peer reviewer recommendations are advisory only; the final award decision will be made by the OJJDP Administrator, who will consider geographic diversity and other factors.

#### ***Problem(s) To Be Addressed (10 Points)***

Applicants must provide a preliminary but detailed analysis of the court and organize and provide the information in the following manner:

##### ***Section One: Jurisdictional Context and Organizational Structure.***

Applicants must provide a detailed description of the jurisdiction of the court, the organizational structure of the court, and the court's case-level role in working—both formally and informally—with the child welfare agency. Applicants also must describe how the court is administered with respect to judicial assignments, rotation policies, docket setting, and case assignments.

***Section Two: Data Automation and Information Management.*** Applicants should describe the current level of data automation, information management, infrastructure, and capacity in terms of the jurisdiction's ability to test the national performance measures and functional standards. Applicants should provide a detailed description of the current infrastructure (both human and technological) for data collection, case tracking, and performance measurement, if applicable. Applicants also should describe State-level automation systems and their requirements and system compatibility and current levels of coordination. In addition, applicants should discuss the status of coordination and system

compatibility with SACWIS and the child welfare agency.

In addition, applicants should describe what is currently known about cases under their jurisdiction regarding case levels, flow, tracking, and outcomes; case planning and management; and the court and child welfare agency's compliance with ASFA requirements.

This section should demonstrate an understanding of current MISs and a need for improved MIS capability.

Applicants may provide supplemental evidence, documentation, or sample illustrations of information conveyed in this section in the appendix.

#### ***Goals and Objectives (10 Points)***

Applicants must outline how the SANCA MIS project will improve their court. Applicants should describe how the involved agencies and systems will operate, in terms of improving outcomes for children consistent with ASFA and in terms of improving court function, after implementing the SANCA MIS pilot. Applicants must provide a clear discussion of the proposed project goals and objectives as they logically relate to the SANCA MIS pilot and the project phases. These goals and objectives must be quantifiable, measurable, and attainable within the timeframe of the project (24 months).

#### ***Project Design (20 Points): The Plan for Planning***

Applicants must describe their strategy for the SANCA MIS project through each of the three phases outlined above. Given the phased approach and the fact that Phase I requires developing a detailed MIS design and implementation plan, applicants should carefully and specifically outline only the process that the pilot court will use to manage the collaborative and to plan the program's overall design. Because the actual planning will occur after the award in coordination with national support and guidance, applicants are instructed to submit a plan for planning.

The strategy should outline who will be involved at the collaborative, staffing, and MIS-user levels. The strategy should discuss how often the planners will meet and what tasks will be completed by when and by whom. This detailed workplan for the planning phase should include the steps for hiring or contracting a designer, steps for customizing the national measures and standards, and a clear commitment to partnering with the national team. (Specific guidance about the national cross-site partnership will be provided after selection and grant award.)