

- Support caregivers with training, and help navigating the services provided by the mentoring network.

Assurances and Requirements

In addition to the standard assurances of safety, applicants must provide the following assurances:

- Mentors will not be assigned more children than can be served without undermining the mentor's ability to be effective.
- Grantees will recruit mentors who are committed to spending at least one hour per week with assigned children for a period of at least one year.
- The mentoring program will provide children with emotional and academic support as well as exposure to a variety of experiences that they might not otherwise encounter.
- The program will be monitored to ensure that each child benefits from the match. If the match is not found to be beneficial to the child a new mentor will be assigned.
- The program will cooperate with any research or evaluation efforts sponsored by the Administration for Children and Families.
- The program will submit quarterly program reports and annual financial reports, as instructed by FYSB.
- The program will set aside funding for travel to inform the Bureau and meet with other grantees at an annual sharing and technical assistance meeting.

Definitions

Children of Prisoners: Children, where one or both parents are incarcerated in a Federal, state or local correctional facility, on parole or on probation. Children will be 4 years to 15 years of age from childhood to adolescence when they begin to receive services.

Mentoring: A structured, managed program in which children are appropriately matched with screened and trained adult volunteers for one-to-one relationships. This involves meetings and activities on a regular basis between the mentors and children to support a child's need for a caring and supportive adult in their life.

Prisoner: Adult who is incarcerated in a Federal, state, or local correctional facility or is on parole or probation.

Caretaker: The parent or legal guardian charged with the responsibility of caring for a child while the parent is incarcerated.

Mentoring Organization: The organization that coordinates the local community and faith-based organizations and entities participating in the provision of mentoring services and the mentoring support network. Mentoring organizations will be

responsible for the application and performance of the grant. They also will be responsible for providing the cash or in-kind contribution.

Mentoring Services: Those services and activities that support a structured, managed program of mentoring, including the management of trained personnel in partnership with sponsoring local organizations. Services will include: outreach to and screening of eligible children; screening and training of adult volunteers; matching of children with suitable adult mentors; support and oversight of the mentoring relationship; and establishment of goals and evaluations of outcomes for mentored children. Mentoring services also will make appropriate referrals to partner organizations when the health and safety of a child is an issue.

Mentoring Support Network: Private non-profit organizations, faith-based organizations, community-based organizations, professional, medical and public service providers in the community that, through referral, will support the health and well-being of the child, caretaker(s) and other siblings.

Evaluation Criteria Section

The following specific criteria will be used. The maximum total score for all criteria is 100 points. The possible score for each criterion is indicated in parentheses.

Objectives and Need for Assistance

Clearly identify the physical, economic, social, financial, institutional, and/or other problem(s) requiring a solution. The need for assistance must be demonstrated and the principal and subordinate objectives of the project must be clearly stated; supporting documentation, such as letters of support and testimonials from concerned interests other than the applicant, may be included. Any relevant data based on planning studies should be included or referred to in the endnotes/footnotes. Incorporate demographic data and participant/beneficiary information, as needed. In developing the project description, the applicant may volunteer or be requested to provide information on the total range of projects currently being conducted and supported (or to be initiated), some of which may be outside the scope of the program announcement.

Approach

Outline a plan of action that describes the scope and detail of how the proposed work will be accomplished. Account for all functions or activities identified in the application. Cite factors that might accelerate or decelerate the

work and state your reason for taking the proposed approach rather than others. Describe any unusual features of the project such as design or technological innovations, reductions in cost or time, or extraordinary social and community involvement.

Provide quantitative monthly or quarterly projections of the accomplishments to be achieved for each function or activity in such terms as the number of people to be served and the number of activities accomplished. For example, describe the tasks needed to accomplish the proposed project in Phases 2 and 3 and any relevant data source to support the work. When activities and functions cannot be quantified, list them in chronological order to show the schedule of accomplishments and their target dates. If any data is to be collected, maintained, and/or disseminated, clearance may be required from the U.S. Office of Management and Budget (OMB). This clearance pertains to any "collection of information that is conducted or sponsored by ACF."

List organizations, cooperating entities, consultants, or other key individuals who will work on the project along with a short description of the nature of their effort or contribution.

Results or Benefits Expected

Identify the results and benefits to be derived.

Staff Position Data and Organizational Profiles

Provide information on the applicant organization(s) and cooperating partners such as organizational charts, financial statements, audit reports or statements from CPAs/Licensed Public Accountants, Employer Identification Numbers, names of bond carriers, contact persons and telephone numbers, child care licenses and other documentation of professional accreditation, information on compliance with Federal/State/local government standards, documentation of experience in the program area, and other pertinent information. Any non-profit organization submitting an application must submit proof of its non-profit status in its application at the time of submission.

The non-profit agency can accomplish this by providing a copy of the applicant's listing in the Internal Revenue Service's (IRS) most recent list of tax-exempt organizations described in Section 501(c)(3) of the IRS code, or by providing a copy of the currently valid IRS tax exemption certificate, or by