

be included. OJJDP encourages applicants to invite Federal law enforcement agencies to participate in the task force.

- Institute policies and procedures that comply with the ICAC Task Force Program Standards (see "OJJDP Program Management" above). Requests from eligible law enforcement agencies for copies of the ICAC Program Operational and Investigative Standards must be faxed on official letterhead to the Juvenile Justice Clearinghouse at 301-519-5600.

- Enhance investigative capacity by properly equipping and training ICAC Task Force investigators. Task force investigators should be computer-literate, knowledgeable about child exploitation issues, and familiar with Federal and State statutes and caselaw pertaining to ICAC investigations.

- Develop and maintain case management systems to record offenses and investigative results, make or receive outside agency referrals of ICAC cases, and comply with the reporting requirements of the ICAC Task Force Monthly Performance Measures Report.

- Develop response protocols or memorandums of understanding that foster collaboration, information-sharing, and service integration among public and private organizations that provide services to sexually exploited children.

### Eligibility Requirements

Applicants must be State and/or local law enforcement agencies located in Arkansas; New Jersey; northern Florida;<sup>4</sup> the Los Angeles, California, metropolitan area,<sup>5</sup> or the northern Virginia/Washington, DC, metropolitan area (excluding Maryland).<sup>6</sup> Joint applications from two or more eligible applicants are welcome; however, one applicant must be clearly designated as the primary applicant (for correspondence, award, and management purposes) and the other(s) designated as coapplicant(s).

<sup>4</sup> For the purpose of this solicitation, northern Florida is defined as counties and cities north of, and including, Hillsborough County, Indian River County, Osceola County, and Polk County.

<sup>5</sup> For the purpose of this solicitation, the Los Angeles metropolitan area is defined as cities and towns within, and including, Los Angeles County, Orange County, Riverside County, San Bernardino County, and Ventura County.

<sup>6</sup> For the purpose of this solicitation, the northern Virginia/Washington, DC, metropolitan area (excluding Maryland) is defined as the cities of Washington, DC; Alexandria, Virginia; and Falls Church, Virginia, and the cities and towns in Virginia within, and including: Arlington County, Fairfax County, Loudoun County, Prince William County, and Stafford County.

### Selection Criteria

OJJDP is committed to establishing a network of state and local law enforcement agencies to respond to offenses involving online enticement and child pornography. Within this network, ICAC Task Forces positioned throughout the country will serve as regional sources of technical, educational, and investigative expertise, providing assistance to parents, teachers, law enforcement officers, and other professionals working on child sexual exploitation issues. Successful applicants will be expected to serve as regional clusters of ICAC technical and investigative expertise, collaborate with existing ICAC Task Forces, and become part of a nationwide law enforcement network designed to protect children from computer-facilitated victimization. To accomplish this goal, regional task forces should include large regional geographic areas, entire States, or, when applicable, multiple States.

Applications should include evidence of multidisciplinary, multijurisdictional partnerships among public agencies, private organizations, community-based groups, and prosecutors' offices. Successful applicants will develop or enhance an investigative ICAC response that includes prevention, education, and victim services activities.

OJJDP will convene a peer review panel to evaluate and rank applications and to make funding recommendations to the OJJDP Administrator. Although peer review recommendations are given weight, they are advisory only. Final award decisions will be made by the OJJDP Administrator. OJJDP will negotiate the specific terms of the award with applicants who are being considered. Applicants will be evaluated and rated according to the criteria outlined below.

### Application Procedures

The Office of Justice Programs (OJP) requires that applications be submitted through its online Grants Management System (GMS). This online application system is designed to streamline the processing of requests for funding. A toll-free telephone number (888-549-9901) is available to provide applicants with technical assistance as they work through the online application process.

Applicants should use the following application guidelines when preparing their application for this grant program. Applications must be submitted to OJP electronically through GMS no later than 8 p.m., e.t., on July 7, 2003. However, in order to allow adequate time to register with GMS, applicants must create a "user profile" before June

19, 2003. Applicants who have previously registered with GMS and have a GMS password should log on to GMS prior to June 19, 2003, to determine whether the password is still valid. If the password has expired, follow the on-screen instructions or call the GMS Hotline (888-549-9901). OJJDP will begin accepting applications immediately.

### Application Requirements

Applicants to the Internet Crimes Against Children Task Force Program solicitation must submit the following information online through GMS:

- *Application for Federal Assistance (SF-424)*. This form is generated by completing the Overview, Applicant Information, and Project Information screens in GMS.

- *Assurances and Certifications*. The Assurances and Certifications must be reviewed and accepted electronically by the authorizing official or the designated authorizing official.

- *Budget Detail Worksheet (Attachment #1)*. The Budget Detail Worksheet—including budget worksheets and detailed budget narratives for each year in the project period—accounts for 15 of the possible 100 points allotted by the peer reviewers.

- *Program Narrative (Attachment #2)*. The Program Narrative—including Problem(s) To Be Addressed, Goals and Objectives, Project Design, and Management and Organizational Capability—accounts for 85 out of the possible 100 points allotted by the peer reviewers. Point values for specific sections of the Program Narrative are as follows: Problem(s) To Be Addressed (10 points), Goals and Objectives (10 points), Project Design (35 points), and Management and Organizational Capability (30 points).

- *Other Program Attachments (Attachment #3)*. The Other Program Attachments—including resumes of key personnel and a project timeline—will not be included in the peer reviewers' scoring of the application. However, these materials are required and must be attached *in one file* to your GMS application.

Detailed instructions and descriptions of each of the required elements are provided below. **Note:** Applications that do not include all the required elements will not be considered for funding.

### Application for Federal Assistance (SF-424)

The Application for Federal Assistance is a standard form used by most Federal agencies. The Catalog of