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APPLICATION GUIDELINE FOR WEED AND SEED COMMUNITIES (WSC) COMPETITIVE PROGRAM

The following outline comprises both the recommended sequence of community development activities and the corresponding required application document components. Each site will be required to compete for funding during the initial year of their five years of funding eligibility and demonstrate successful implementation pursuant to the performance measures established by the site and agreed to by CCDO.

During the course of the 5-year funding cycle, grant amounts will increase and decrease during the developmental, operational and transitional periods of program activity. To be competitive for funding, a site must demonstrate that it has a successfully organized Weed and Seed community effort and is implementing a specific plan as suggested above—as well as using redeployed, existing public/private resources to implement its new or enhanced programs for approximately one year.

A. NAME AND LOCATION: The applicant should include the Site/Neighborhood Name, City, State, and USAO District as well as a basic description of the proposed Weed and Seed Site boundaries and population.

B. EXECUTIVE SUMMARY: Provides a concise overview of the entire scope of the project. It is CCDO's intent that this summary should be used as an applicant's primary "marketing/advertising tool" in reaching out to partners, potential funding organizations and the community. It should include:

- Organizational Composition
- City/Demographics
- Description of the proposed Weed and Seed site
- General Description of the Multi-Year Plan (5 Years)
- Detailed plans for the first 2 years
- Performance Measures for the primary Weed and Seed focus efforts.

C. PROBLEMS AND NEEDS ASSESSMENT / SITE SELECTION: Applicants should address and prioritize the specific crime problems (i.e., Part I and Part II) and social problems noted below to provide a comprehensive assessment of their community and the corresponding Weed and Seed site even though they may not be able to address each problem over the potential 5-year funding period. This assessment process would, at the very least, inform and encourage other local and state public as well as private agencies to consider what they may be able to contribute to ameliorate one or more of the issues that the Weed and Seed site is, or is not, able to address. Please, be aware that **current and 2 years of prior data must be included.**

C1. Adult/Juvenile Crime and Reentry: Applicants should provide a detailed crime **description** of the community using both statistical information and mapping technologies as necessary in order to define and clearly present the crime problems within their communities at large as well as in the proposed Weed and Seed area. In this analysis they should describe serious and violent crime, i.e., Part I: aggravated assault, arson, business/residential burglary, homicide, rape, robbery, drug related crime, (include specific types of drugs) vehicle theft. **Current and 2 years of prior data must be included.** The applicant must also describe Part II crime that is less violent, i.e., criminal mischief, prostitution, child abuse, neglect, molestation/sex offences, vagrancy, public intoxication, and disorderly conduct that is nevertheless damaging to the community. **Current and 2 years of prior data must be included.**

In addition, this analysis should address the reentry of serious/violent adult and juvenile offenders from correctional facilities back into the community, recognizing the populations' high incidence (67%) of recidivism. It is advised that this part of the crime analysis address the number of offenders that have returned over the **past three years** (identifying the number among this group that became re-involved in crime) and the number of those anticipated to return (based on the earliest-possible-release-date) during the **coming 5-year period.**

C2. Social Problems and Needs: A corresponding **description** of selected social problems other than crime should be articulated concurrently focusing on truancy K-12; school dropout; gang activity, delinquency, teen pregnancy, substance abuse, unemployment, illiteracy, percent of people with no high school diploma/GED; number and location of welfare clients; housing/code violations; owner vs. rental properties; inadequate public transportation; adequacy of other infra-structure problems (lighting, water and sewage systems). Related to the assessment of social problems the communities may wish to also assess the availability of social services in the proposed Weed and Seed site; job readiness/training programs; remedial education; recreation; community support systems, specifically faith and community-based service organizations; public/ private schools, parks/recreation, public housing; and neighborhood associations/organizations. **Current and 2 years of prior data must be included.**

C3. Crime, social problems and needs analysis: Applicants should address and prioritize the specific crime-related and social programs noted above to ensure that a comprehensive assessment of the community and corresponding Weed and Seed site is made, even though the site may not be able to address every problem over the potential designation and 5-year funding period. **Geographic Information Systems (GIS) based mapping technology provides a clear visual tool for demonstrating the dynamics of conditions. This technology is readily available today, and is generally used by city planners and analysts. CCDO strongly encourages applicants to provide ALL statistical information available in the GIS format. What this means is that where possible geographic data needs to be provided in a GIS format for either ArcGIS or MapInfo. Where geographic data is not available a geographic identifier -- such as an address, an X and Y coordinate pair, FIPS code or other identifier that can link this statistical data to a geographic feature -- should be provided.**

CCDO also encourages WSC applicants to place on their Steering Committees representatives from city and county planning departments -- most of whom have immediate access to GIS expertise, equipment and existing mapping products.

As part of the crime, social problems and needs analysis, the following information must be addressed:

- a. Criminal activity and social problems that will be a primary focus of the Weed and Seed site efforts; criminal and social problem activities; community perceptions; and research and other information that supports the selection of the Weed and Seed target location.
- b. A comprehensive analysis of the juvenile and adult drug and violent crime problems in the designated area compared to the city or county at large in which the designated area resides. Include the most serious and/or intractable problems facing local residents. Describe the underlying causes or conditions that contribute to the crime and other social problems. Include data for the most serious and/or difficult social problems with which local residents must contend; (e.g., high unemployment, low income, school dropout rate, truancy, high incidence of teenage pregnancy, unemployment, transience, housing code violations and abandoned property, access to transportation and other infrastructure issues.) For context, compare and contrast three or more demographic and/or neighborhood indicators for the designated area with those for the city or county in which the designated neighborhood resides.
- c. Describe and prioritize the most pressing needs of the community as identified by the residents. A site must annually define existing public/private resources that are operational in the target area. In some instances the problems are not being addressed by the agencies but are within their scope of work; therefore, through the redeployment of agency resources these problems could be most effectively addressed. Beyond the current existing resources a site also must define the proposed existing resources it intends to transfer through its partnerships and to dedicate to the site. Sites should take into account schools, faith-based organizations, social services, parks and recreational facilities. Understanding the characteristics of the selected site is necessary to provide a picture of the community. Special characteristics of the community should be included, such as :
 - Population demographics
 - Cultural concerns
 - Geographical factors (e.g., brownfields, isolated areas)
 - Housing stock and age
 - Percent of owner-occupied dwellings
 - Housing code violations and locations
 - Transience rate (area's turnover)
 - Present and projected community public and private investment projects

Needs and gaps in services - and why they exist - should be expressed. Why existing resources cannot adequately address the crime and other social problems should be clearly articulated.

- d. Explain how the local resources can be better distributed, coordinated or enhanced through Weed and Seed to address the identified problems.

D. MANAGEMENT STRUCTURE: Applicant must demonstrate the site's capacity to implement the plan it proposes. The Management Structure section should address who

is involved and how the strategy was developed, how the proposed Weed and Seed site will be managed, what the plan for day-to-day management is, and how assessment will be addressed. Applicant must describe policy level decision-making responsibilities, day-to-day operational issues and monitoring of site activities.

The following are important key elements:

D1. United States Attorney (USA) Leadership: The U.S. Attorney plays a central role in the organization of the Steering Committee. The U.S. Attorney's Office provides leadership in joint law enforcement operation planning and implementation, and ongoing involvement in the Steering Committee and other activities. The U.S. Attorney's role includes, but is not limited to, the following: 1) convening/co-chairing the Steering Committee and overseeing the law enforcement strategy; 2) approving requests to use the U.S. Attorneys' Fund for Weed and Seed activities; and 3) approving final selection of a Site Director candidate before he/she is hired.

D2. Steering Committee: The Steering Committee should reflect the key partners who are committed to or live in the community, willing to work cooperatively to develop the strategy and bring resources (i.e., expertise, funding, ideas, volunteers, office space, supplies, programs, etc.) to implement the strategy in the future. The Steering Committee is critically important to the success of Weed and Seed. It is responsible for establishing Weed and Seed's goals and objectives; working on tasks identified to achieve strategy goals; designing and developing programs; providing guidance on implementation; and, if funded, making future budget decisions and assessing program achievements. Remember, this is a coordinated strategy where working partnerships are vital. It is not an agreement for funding. A successful strategy must also have input from the community, including faith-based organizations. It is required that 25% of the Steering Committee composition be residents not serving in an official capacity (i.e., government employee, legislator, etc). The Steering Committee provides the structure for building a commitment to Weed and Seed, identifying areas of greatest community needs and coordinating programs and services for local residents. The selected individuals **must have the authority, responsibility and control of critical community resources** necessary to transform the site pursuant to its proposed strategy. Every member of the Steering Committee should have a vote. As with any high profile working group, the Steering Committee member selection is very important to ensure appropriate support and cooperation with the goals and strategy of a WSC.

Individuals from these stakeholder groups must be included:

- a. City Government
- b. Community Residents
- c. U.S. Attorney's Office
- d. Local Law Enforcement (i.e., Chief of Police)
- e. Prosecutor (i.e., State's Attorney/District Attorney's Office)
- f. Drug Enforcement Administration (D.E.A.) representative

Additional committee members may include representatives of organizations such as:

- Non-profit organizations
- Foundations/Corporations
- Faith-Based organizations
- Social Services Agencies
- Planning Commission
- Community Corrections
- Parole/Probation
- Judiciary
- School Board
- Mental Health organizations
- Employment agencies
- Housing organizations
- Remedial Education

Both paid and volunteer staffing descriptions should be provided.

Roles and Responsibilities: Information conveying what each Steering Committee member will contribute to the Weed and Seed effort must be described. The roles and responsibilities have to be focused on:

- Selected programs/ problems
- Resource development in the community
- Grant management

D3. Weed and Seed Subcommittees: Most Weed and Seed sites have found that using subcommittees is an effective means of distributing the workload. Each subcommittee should include community stakeholders, residents and Steering Committee representatives. The subcommittees are smaller than the Steering Committee; they are less intimidating and encourage discussion among members. Subcommittees help ensure that different voices are heard and various points of view are discussed. As a practical matter, individual subcommittees will be needed to address each of the elements of the strategy - law enforcement; community policing; prevention, intervention and treatment; and neighborhood restoration.

D4. Weed and Seed Site Director: The “Site Director” is central to the day-to-day management of the Weed and Seed strategy which can include facilitating the work of your Steering Committee, ensuring good communication within the community and keeping track of the implementation of your strategic plan. This position will be responsible for coordinating the activities of organizations and agencies that have committed to services, volunteers, and contributions to the operation of Weed and Seed strategy. CCDO requires that this individual be full-time.

D5. Fiscal Agent: A fiscal agent must agree to manage all future Weed and Seed funds as approved by the Weed and Seed Steering Committee and in accordance with the Office of Justice Programs (OJP) Financial Guidelines. To ensure that no one entity has undue influence within the Steering Committee, it is important to understand that the fiscal agent, Chair of the Steering Committee and Site Director (all three) must not be from the same organization. The fiscal agent works

cooperatively with the Steering Committee and Site Director to ensure fiscal accountability and that funds are expended as approved by CCDO and the OJP Office of the Comptroller. The credentials of this agent will be a factor in determining whether a site is selected.

D6. Additional Neighborhood Resource Providers: There may be a number of organizations in the community that may be a resource or coordinating partner in the Weed and Seed effort that do not yet serve on the Steering Committee or the Subcommittees, but are willing to participate as a partner in support of the strategy. The list of providers may include schools, hospitals or health clinics, libraries, parks, recreation centers, police stations, human services and other social service agencies, treatment facilities or programs, shelters, faith-based groups, businesses, transportation, community organizations, neighborhood associations, private sector programs, and government programs (local, state and Federal). The type of resource may be related to the provider's core mission – i.e., a health clinic may coordinate a nursing home visitation program in a designated area – or a general resource – i.e., a local library will provide space for Weed and Seed meetings in future.

Memorandum of Agreement (MOA):

CCDO requires that all partnering agencies represented on the Steering Committee sign an MOA, outlining how they will be involved in implementing the Weed and Seed strategy. Applicants are encouraged to also include in the MOAs those agencies that will provide crime and social data. **Please do not submit the MOAs with the application to CCDO;** you will be asked to provide these agreements during a site verification visit if approved in 2007 as a WSC. **However, applicants must submit with their application an itemized list of MOAs which briefly delineates the scope of contributions.** The purpose of an MOA is to identify the type and level of commitments each partnering agency is willing to make toward the implementation of the Weed and Seed strategy. By identifying specific roles and obligations and requiring signatures of all agency heads, each agency will feel a high level of commitment to the overall partnership and its decisions and actions. MOAs may also be developed for additional neighborhood resource providers that do not yet serve on the Steering Committee or subcommittees. MOAs should identify specific commitments that are not dependent upon grant funding, i.e., providing staff to serve on the Steering Committee or subcommittees, dedicating staff to provide services in the designated neighborhood, a change of agency priorities to better serve designated neighborhood residents, etc. MOAs should state the type of resource(s) being provided, for what purpose, and length of time. [See Appendices for a template MOA.]

E. COORDINATION COMPONENTS: A comprehensive approach is used to reduce and prevent crime and improve residents' overall quality of life. One of the most important objectives at each Weed and Seed site is to coordinate existing and new government and private sector initiatives, criminal justice efforts, and human services and to concentrate those resources in the selected neighborhood in order to maximize their impact. The application must demonstrate these collaboration approaches.

E1. PARTNERSHIPS, COLLABORATIONS AND FEDERAL, STATE, LOCAL, PRIVATE AND TRIBAL COORDINATION: Critical to the success of the Weed and Seed collaborative approach is the establishment of a dynamic relationship among Federal, state and local and -- where applicable -- Tribal Governments together with private stakeholders. Communities should draw upon existing initiatives, programs and focus areas of concern that have or are being mounted within the community. The roles and contributions of all collaborators have to be clearly defined. The coordination of specific Federal programs with the Weed and Seed effort is highly encouraged. These programs can include Department of Justice-sponsored programs such as: Project Safe Neighborhoods (PSN), Drug-Free Communities, Drug Courts, the Serious and Violent Offender Reentry Initiative (SVORI), High Intensity Drug Trafficking Area (HIDTA) task forces, etc. Programs from other Federal agencies such as the Department of Education, Department of Health and Human Services Substance Abuse and Mental Health Services Administration (SAMHSA), together with state, local or private sector projects or organizations should be strategically aligned.

E2. COORDINATION STRATEGIES: The partnerships formed to implement the four elements of the Weed and Seed strategy are linked together to accomplish the common goals of chosen primary (and any additional) Weed and Seed focus areas. These partnerships should reflect the commitments as set forth by the agreements reached with public and private partners who will coordinate efforts to implement the Weed and Seed strategy.

a. Law Enforcement Coordination Within and Among Weed and Seed Elements. A Weed and Seed Community should guarantee that the various partnering agencies involved in the Weed strategy will communicate with one another and within and among Weed and Seed elements as appropriate, coordinate their activities, and provide referrals to each other.

b. Community Policing Linkages. The community policing strategy will be coordinated with the other elements of the strategy (law enforcement, prevention/intervention/treatment, and neighborhood restoration). These linkages are particularly important because community policing should serve as a bridge between the Weeding and Seeding elements of the strategy.

c. Prevention, Intervention and Treatment Linkages. Methods to ensure that prevention, intervention, and treatment programs are coordinated in order to avoid duplication or gaps in services should be discussed.

d. Neighborhood Restoration Linkages. Methods to coordinate the neighborhood restoration strategy with the economic development plans of the city or county should be in place. The discussion should include information pertaining to the planning, implementation, and sustainment activities with the city planning and economic development offices, city council, and community development corporations.

E3. ROLE OF RESIDENTS IN STRATEGY IMPLEMENTATION: If Weed and Seed is to be successful, residents must be involved in the effort. Neighborhood residents should be invited to participate in various subcommittees. Plans and actions should also be shared with the community to obtain its support. Residents should work with

community policing officers to resolve neighborhood problems; participate in the operation of any Safe Haven; and in the neighborhood restoration element of the strategy.

E4. COMMUNICATION PLAN: This final element of the coordination effort is also critical to generating community participation, interest and involvement and to continue to build partnerships in support of the Weed and Seed strategy.

F. WEED AND SEED PLANS:

F1. MULTI-YEAR PLAN: A site will provide a succinct overview of the types of interventions being considered to address the aforementioned problems over the 5-year funding availability period. Sites will have to be very selective as to which problems it will address, to what degree, and in what order of priority.

F2. DETAILED PLANS FOR INITIAL 2 YEARS OF SITE DEVELOPMENT:

The Weeding and Seeding strategies must complement each other. CCDO expects that sites will fully describe and account for the sustainability of at least two efforts (i.e., one Weed and one Seed).

CCDO expects sites to turn over day-to-day management functions of the initial ventures to other organizations before it begins to implement the ventures of the second half of its tenure as a WSC. Sites should coordinate with appropriate agencies to have particular efforts managed early in their development by the most appropriate public or private agencies/organizations within the community to ensure sustainability. The speed with which a site develops and institutionalizes further efforts will impact further funding decisions. A site must:

- Identify stakeholders and clearly identify their roles and responsibilities in the project. Include goals, objectives and tasks that clearly identify intended percentages in crime reduction.
- Ensure that proposed interventions are responsive to the needs assessment data presented (i.e., *that law enforcement strategies address the crime issues identified and community-focused activities address intervention/prevention strategies for crimes in particular regions*).
- Provide timelines and/or milestones for goals, objectives and tasks.
- Outline outcomes and process measures which will be used in evaluating project effectiveness and results.

Each of the four strategy elements (law enforcement, community policing, prevention/intervention/treatment, and neighborhood restoration) must be addressed in direct correlation to the problems and needs of the community as described in the "Community Problems/Needs Assessment."

When developing Weed-focused efforts, consider:

WEED PROGRAM DESCRIPTION (REENTRY EXAMPLE)

WHAT: Explain the program effort's purpose and proposed impact (e.g., police will assist parole in supervising returning offenders);

WHO: Explain the individuals who will be impacted by the program activities (e.g., police, community police officers and returning offenders);

WHEN: Explain the program's timeframe for development and implementation (e.g., 2 years from development to implementation);

WHERE: Explain the location of the program's impact area (e.g., the Weed and Seed target area in which 200 offenders live);

HOW: Explain the treatment and supervision activities (e.g., the police will use electronic monitoring and inform residents of offenders' conditions of release);

HOW MUCH: Explain the amount/type of existing and new grant resources to be used (e.g., \$50,000 in law enforcement officer time and \$25,000 in electronic monitoring hardware)

LAW ENFORCEMENT: The law enforcement element should focus on the removal of chronic and violent street criminals from the designated neighborhood. It should consist primarily of crime suppression activities designed to identify, apprehend, and incapacitate violent street crime. Interagency collaboration among Federal, state and local law enforcement agencies should be a primary emphasis. There are four program elements involved in crime suppression: 1) law enforcement, 2) adjudication, 3) prosecution, and 4) supervision (probation, parole, and community corrections).

COMMUNITY POLICING: It is important to establish linkages between community policing and the other elements of your strategy. The community policing element should serve as a bridge between Weeding and Seeding activities AND BE INCORPORATED INTO EACH EFFORT UNDERTAKEN. The idea here is that neighborhood problems require a comprehensive, coordinated approach where criminal justice agencies work in partnership with human service agencies, the private sector, and the community. Community policing strategies should integrate four basic concepts: 1) pro-active problem solving; 2) partnerships; 3) permanent assignment of police officers to the designated focus area; and 4) an emphasis on youth crime prevention. It can also include activities that increase citizen participation in crime prevention, such as a Neighborhood Watch program or Citizen Corps.

When developing Seed-focused efforts, consider:

SEED PROGRAM DESCRIPTION (TRUANCY EXAMPLE)

WHAT: Explain the program effort's purpose and proposed impact (e.g., to reduce truancy among K-3rd grade students in the target area);

WHO: Explain the individuals who will be impacted by the program activities (e.g., the parents and teachers of the children who have been truant 30 or more days during the previous school year);

WHEN: Explain the program's timeframe for development and implementation (e.g., the program will operate from two weeks prior to the beginning of the school year until the end.);

WHERE: Explain the location of the program's impact area (e.g., in two elementary schools within the Weed and Seed area);

HOW: Explain the prevention, intervention, treatment and supervision activities (e.g., the parents of the children will explain the importance of school participation; parents or volunteers will walk children to school each morning; and teachers and tutors will be encouraged to become involved with the children that are having difficulty in school).

HOW MUCH: Explain the amount/type of existing and grant resources to be used (the program will dedicate \$50,000 for staff, training, supplies and tutors and the school will dedicate the overtime for the teachers to participate in all aspects of the program outside of regular classroom activities.)

PREVENTION/INTERVENTION/TREATMENT: The prevention/intervention/treatment element should help prevent crime and violence from recurring by concentrating a broad array of human services on the designated area to create an environment where, simply put, crime cannot thrive. Linkages among law enforcement and social service agencies, the private sector, and the community will need to be created, maintained, and strengthened. Sites should have at least one Safe Haven in the designated neighborhood. The Safe Haven should provide a variety of services and supportive programs, e.g., educational, cultural, recreational, health, and justice-related -- with an emphasis on coordinated delivery of these services.

NEIGHBORHOOD RESTORATION: CCDO requires that sites create a variety of strategies for neighborhood restoration. Community revitalization efforts should include enforcement of building codes and development of the economy. It is preferable that the strategies address all aspects of restoration, but in addition to building code enforcement and economic development, at least two of the following should be addressed: 1) job training and employment opportunities for residents, 2) small business development, 3) improved housing conditions and transportation, and 4) physical environment clean-ups.

What is a Safe Haven and why should a site have one?

A Safe Haven is a multi-service center that coordinates youth and adult services in a highly visible, secure and accessible facility. In a Safe Haven, residents should learn to resist drugs and crime and avoid other neighborhood problems. CCDO believes the Safe Haven should be a central focus of coordinated, community-based prevention, intervention, and treatment efforts. *[See Definitions Appendix for further information about Safe Havens].*

G. PERFORMANCE MEASURES: Sites will be expected to provide clear and concise performance measures for their programs and activities, which should include process and outcome data related to their program efforts throughout the 5-year funding period. The primary outcome required in all sites is a decrease in crime in the designated focus area. In crafting outcomes and performance measures, please keep the following in mind:

- How partners will track, evaluate, and report progress and performance measures on an ongoing basis.
- How process changes (workload, activities, etc.) can be measured.
- How impacts/outcomes are measured and specific indicators are stated.
- Baseline data should be included both for the areas targeted and also the city as a whole for comparison.
- Use specific indices by which target crime(s) will be reduced through the initiative.

Discuss the plan for evaluating the Weed and Seed strategy. Applicants must have an assessment plan and conduct an objective evaluation of the implementation of the strategy in order to measure its progress and success. Working with an academic or research partner is required and may be helpful in developing the measurable outcome(s) that must be included as part of the strategic plan. In this section of the application the following elements should be addressed:

- Who will be responsible for conducting the assessment and their qualifications;
- The decision process used to select this person/agency;
- How the assessment will be carried out;
- The frequency by which reports will be generated; and
- How measurable outcomes listed in the strategy will be monitored.

The methods to be used for reporting, monitoring, and assessing the initiative should be described. Focus on the results the site intends to achieve and how the achievement of each result will be measured. Include the process by which project partners will report progress on activities.

The U.S. Attorney's office and the advisory committee will monitor this progress.

H. BUDGET, SUSTAINABILITY and LEVERAGING: Sites are responsible for establishing and maintaining an adequate system of accounting and internal controls. For example, the system must:

- Provide expense and property controls to ensure appropriate use of funds;
- Track and account for all expenditures;
- Provide financial data for planning, control, measurement, and evaluation of direct costs.

Law enforcement and community-related expenses must be designated within the budget (or two separate budgets can be submitted).

- All personnel and contractors to be funded through the project must be named, unless they are new hires, in which case they should be listed as “TBD”
- All law enforcement personnel detailed to the operation must be named, unless they are new hires, in which case they should be listed as “TBD”
- Designate which agencies will receive equipment, use travel funds, supplies, etc.

Match Requirement

The WSC funds may not exceed 75 percent of the total cost of the projects described in the WSC strategy. A minimum of 25 percent of the total project cost is a required match and **must come from state, local or private sources (non-Federal)**. For example, if the request for Federal support is \$175,000, the minimum local match requirement would be \$58,333 making the total project budget \$233,333. The following formula can be used to calculate local match:

(Federal Request ÷ .75) x .25 = Local match

\$175,000 ÷ .75 = \$233,333

\$233,333 x .25 = \$58,333

Matching Funds are restricted to the same uses of funds as allowed for Federal Funds. The match requirement can be satisfied with either cash or in-kind services. An in-kind match must be documented in the same manner as grant-funded activities. The cost of activities counted as match must be directly related to the project goals and objectives, and should be included as part of any evaluation or assessment. The budget and budget narrative must identify the source of the 25 percent **non- Federal** portion of budget, and provide details about how the matching funds will be used.

Grant Limits

A Weed and Seed community may not receive grants for a period of more than 5 separate fiscal years or in an aggregated amount of more than one million dollars (\$1,000,000).

CCDO has a limit on funding equal to 3 Federal Weed and Seed Communities per city or county within a given fiscal year. If a city includes counties, the limit applies to the city; if a city has a population of over 5 million, the limit is 4 Federal Weed and Seed Communities.

H1. BUDGET DETAIL AND BUDGET NARRATIVE: Budget detail and budget narrative have to address how the deployed resources and the Weed and Seed limited funding will be distributed in your primary Weed and Seed focused programs. Allocation of Weed and Seed limited funds, community resource funds (existing, redeployed and new) and other sources of financing have to be mentioned and evidence provided for each of these strategy components: management and staffing, Weed programs, and Seed programs.

H2. SUSTAINABILITY PLAN AND LEVERAGING: Because the Weed and Seed Strategy promotes sustainability as a means to maintain programs, applicants must provide a developmental, organizational, financial and program sustainability plan. Describe how the initial Weed and Seed focused programs will be funded after the first two years. Minimal Weed and Seed funding can only provide a transitional level of support. Please define at what stage the project will be fully funded by sources other than Weed and Seed and by what means this will occur.