

APPLICATION: FY 2007 WEED AND SEED COMMUNITIES

I. NAME AND LOCATION:

Site/Neighborhood Name:

City:

State:

USAO District:

Proposed Weed and Seed Site – Basic Description:

Approximate size of site: _____ Square miles _____ Population

Is this an area in a jurisdiction with an existing Weed and Seed site? _____

If so, provide site name: _____

Identify specific boundaries of the designated focus area: Provide the street name/numbers that border the designated Weed and Seed area.

West Boundary:

East Boundary:

South Boundary:

North Boundary:

Indicate the census tract #'s (CT) included in the site:

Complete CT's _____, _____, _____, _____, _____.

Partial CT's _____, _____, _____, _____.

Map of the designated focus area: Provide a map of the proposed site delineating its perimeter, and showing its relation to the city or county, as appropriate.

Rural or Indian Tribe/Tribal community: Yes _____ No _____

II. EXECUTIVE SUMMARY: Concise statement framing project rationale and scope, together with the focal elements of the primary Weed and Seed efforts. *(Keep to 1-2 pages. Use "bullet format" to capture key points/elements.)*

Organization Composition:

Steering Committee:

Subcommittee Structure:

City/Demographics:

Weed and Seed site description:

Direction of Multi-Year Plan (5 Years):

Overview of Year 1 and Year 2 efforts:

Year 1:

Year 2:

Performance and Outcome Measures (Primary Activities for one Weed and one Seed effort):

Weed Effort:

Seed Effort:

III. PROBLEMS AND NEEDS ASSESSMENT/ANALYSIS: *(Use "bullet format" to capture key points/elements.)*

III. A. Adult/ Juvenile Crime and Reentry:

Description:

Part I Crimes [Current and 2 Years of prior data]:

III. B. Social Problems and Needs:

Description:

Part II Crimes [Current and 2 Years of prior data]:

III. C. Crime, social problems and needs analysis:

Criminal activity and social problems that will be a primary focus of the Weed and Seed site efforts:

Research and other information that supports the selection of the Weed and Seed target location, criminal and social problem activities -- including community perceptions:

Comprehensive analysis of the persistent juvenile and adult drug and violent crime problems in the designated area compared to the city or county-at-large:

Description/prioritization of the most pressing community needs and gaps:

Resource distribution, coordination and enhancement:

IV. MANAGEMENT STRUCTURE: *(Use "bullet format".)*

IV. A. Steering Committee Membership:

Required Members

Name:

Title:

Organizational affiliation:

Specific contributions [MOA details, if any]:

Strategic roles/responsibilities:

Pertinent Experience [if any]:

Additional Members

Name:
Title:
Organizational affiliation:
Specific contributions [MOA details, if any]:
Strategic roles/responsibilities:
Pertinent Experience [if any]:

IV B. Weed and Seed Subcommittees:

_____ Subcommittee

Role:
Objectives
Composition:
Special Expertise References [if any]:

IV. C. Weed and Seed Site Director:

Position description:
Name/Resume or Qualifications Statement:
How position is financed throughout the life of the strategy:

IV. D. Fiscal Agent:

Organization:
Name/Resume:
Position description:
Qualifications/Record of Experience:

IV. E. Additional Neighborhood Resource Providers:

Organization:
Strategic Importance to efforts/Contribution:

V. COORDINATION COMPONENTS: *(Use "bullet format".)*

V. A. PARTNERSHIPS, COLLABORATIONS AND FEDERAL, STATE, LOCAL, PRIVATE AND TRIBAL PROGRAM COORDINATION:

Federal Partnerships/Collaboration:
State Partnerships/Collaboration:
Local Partnerships/Collaboration:
Private Partnerships/Collaboration:
Tribal Partnerships/Collaboration [If any]:
Crosscutting Partnerships/Collaboration:

V. B. COORDINATION STRATEGIES:

Law Enforcement Coordination Within and Among W & S Elements:

Community Policing Linkages:

Prevention, Intervention and Treatment Linkages:

Safe Haven(s) Management:

Neighborhood Restoration Linkages:

Critical "sustainment" activities:

V. C. ROLE OF RESIDENTS IN STRATEGY IMPLEMENTATION:

Role of residents in the community policing element of the strategy:

Role of residents in the prevention/intervention/treatment element of the strategy:

Safe Haven(s) operations involvement:

Role of residents in the neighborhood restoration element of the strategy:

V. D. COMMUNICATION PLAN:

How resident leadership will be developed and maintained within the site:

Communication tools and applications:

Resident involvement on the Steering Committee/subcommittees:

Focused/Continued outreach strategies:

Other communications and Public Relations Elements:

VI. PRE-AWARD DEVELOPMENT PERIOD: *(Use "bullet format".)*

Efforts undertaken to date:

Weed Program:
Implementation Status:
Performance measures:
Outcomes:

Seed Program:

Implementation Status:
Performance measures:
Outcomes:

VII. PROPOSED DEVELOPMENT PLANS: (Use "bullet format".)

VII. A. MULTI-YEAR PLAN:

Description:

Plan for periodic review, progress measurement, and any necessary adjustment:

VII. B. INITIAL TWO-YEAR PLANS:

SPECIFIC DESIGNATED FOCUS AREA PLAN DESIGN/DESCRIPTION

YEAR 1:

Weed Strategy/Strategies [Law Enforcement/Community Policing/ Prevention, Intervention]

Goal(s):

Objective(s):

Task(s):

Assignment of Responsibilities:

Total Estimated Cost [from budget detail]:

Weed and Seed Funds [if any - from budget detail]:

Secured Funding Commitments:

Funding Support/Sustainability Plan:

Timeframe(s)/Milestone(s):

Performance Measure(s):

Outcome(s):

Seed Strategy/Strategies [Community Policing/Prevention, Intervention & Treatment/Neighborhood Restoration]

Goal(s):

Objective(s):

Task(s):

Assignment of Responsibilities:

Total Estimated Cost [from budget detail]:

Weed and Seed Funds [if any - from budget detail]:

Secured Funding Commitments:

Funding Support/Sustainability Plan:

Timeframe(s)/Milestone(s):

Performance Measure(s):

Outcome(s):

YEAR 2:

Weed Strategy/Strategies [Law Enforcement/Community Policing/ Prevention, Intervention]

Goal(s):

Objective(s):

Task(s):

Assignment of Responsibilities:

Total Estimated Cost [from budget detail]:
Weed and Seed Funds [if any - from budget detail]:
Secured Funding Commitments:
Funding Support/Sustainability Plan:
Timeframe(s)/Milestone(s):
Performance Measure(s):
Outcome(s):

Seed Strategy/Strategies [Community Policing/Prevention, Intervention & Treatment/Neighborhood Restoration]

Goal(s):
Objective(s):
Task(s):

Assignment of Responsibilities:

Total Estimated Cost [from budget detail]:
Weed and Seed Funds [if any - from budget detail]:
Secured Funding Commitments:
Funding Support/Sustainability Plan:
Timeframe(s)/Milestone(s):
Performance Measure(s):
Outcome(s):

VII. C. PERFORMANCE MEASURES: (Use "bullet format".)

How partners will track, evaluate, and report progress and performance measures on an ongoing basis:

How process changes (workload, activities, etc.) will be measured:

How impacts/outcomes will be measured:

Baseline data for the areas targeted and the city as whole:

Specific indices by which target crime(s) will be reduced through the initiative:

Strategy Assessment Plan:

Who will be responsible for conducting the assessment:

Qualifications:

Decision process used to select this person/agency:

Methodologies for reporting, monitoring, and assessment:

How the assessment will be carried out:

Process/frequency by which reports will be generated:

How measurable outcomes will be monitored:

Description of U.S. Attorney office and advisory committee oversight:

VIII. BUDGET, SUSTAINABILITY AND LEVERAGING:

VIII. A. BUDGET DETAIL AND BUDGET NARRATIVE

Budget Detail Worksheet- The worksheet should provide the detailed computation for each budget line item. The worksheet must list the cost of each item and show how the cost was calculated. For example, cost per personnel should show the annual salary rate and the

percentage of time devoted to the project for each employee paid through grant funds. The budget detail worksheet should present a complete and detailed itemization of all proposed costs. **Budget detail utilizes OMB Form 1121-0188, which may be found at: http://www.ojp.usdoj.gov/Forms/budget_fillable.pdf**

Budget Narrative: The narrative should describe each budget item and relate it to the appropriate budget activity. It should closely follow the content of the budget detail worksheet and provide justification for all proposed costs. In the budget narrative the applicant should explain fringe benefits were calculated, how travel costs were estimated, why particular items of equipment or supplies must be purchased and how overhead was calculated. The budget narrative should justify the specific items listed on the budget detail worksheet (particularly supplies, travel and equipment) and demonstrate that all costs are reasonable.

Provide the information in the following format:

Personnel (\$_____)	Summary 1) 2) 3)
Fringe	Summary
Travel	Summary
Equipment	Summary
Supplies	Summary
Construction	Summary
Consultants/Contracts	Summary
Other	Summary

Total Federal grant/funding dollars which will be incorporated into the project: _____

Total state/local grant/funding dollars which will be incorporated into the project: _____

Total other funds leveraged which will be incorporated into the project: _____

VIII. B. SUSTAINABILITY AND LEVERAGING:

Plans to leverage community resources in support of Weed and Seed strategy and sustainability efforts that will allow building volunteer, in-kind, financial and other support that will enable the strategy to continue long-term:

OTHER ADDITIONAL REQUIREMENTS: *(As Appropriate)*: Standard forms for many of the above requirements as well as forms for first-time grantees can be found at: www.ojp.usdoj.gov/forms.htm

COMMUNITY CONTACT INFORMATION: *(Indicate by asterisk the contact person(s) with whom CCDO should communicate for follow-up on the application.)*

UNITED STATES ATTORNEY

Name:
Title:
District:
Address:
Phone:
Fax:
E-Mail:

GRANTEE OFFICIAL POINT OF CONTACT

Name:
Title:
Agency:
Address:
Phone:
Fax:
E-Mail:

USAO CONTACT

Name:
Title:
District:
Address:
Phone:
Fax:
E-Mail:

WEED & SEED SITE DIRECTOR

Name:
Title:
Agency:
Address:
Phone:
Fax:
E-Mail:

CHIEF OF POLICE

Name:
Title:
Agency:
Address:
Phone:
Fax:
E-Mail:

LAW ENFORCEMENT/AFF CONTACT

Name:
Title:
Agency:
Address:
Phone:
Fax:
E-Mail:

FISCAL AGENT

Name:
Title:
Agency:
Address:
Phone:
Fax:
E-Mail:

DEFINITIONS:

- 1) United States Attorney - current United States Attorney serving the site's district.
- 2) USAO Contact - contact person at the U.S. Attorney's Office who provides assistance and

support to the Weed and Seed site (e.g. LECC Coordinator, Assistant U.S. Attorney, etc.)

3) Chief of Police.

4) Grantee Official Point of Contact - person to be contacted on official matters involving this application and authorized to enter into contracts for the agency (e.g. person who signed application).

5) Weed and Seed Site Director - person who handles the day-to-day operations and administrative requirements of the Weed and Seed strategy (e.g. coordinates Seeding and Weeding elements, prepares progress reports, organizes steering committee meetings, has continuous contact with CCDO on matters involving the grant and budget, etc).

6) L.E. Contact - person administering the law enforcement strategy in the designated area (e.g. Weeding coordinator).

7) Fiscal Agent - person administering/managing 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.