Welcome everyone. We'd like to begin with some general notes about the weapon webinar. First, please note that all participants are automatically muted when they join. Only presenters will be on audio and video. Second, if you have any technical issues accessing this webinar and are unable to see the slides or hear the speakers, please describe the issue in as much detail as possible in the Q&A box on the bottom, right of the screen and click on send. The meeting organizer will contact you directly to help resolve your issue. Please direct all other questions to the points of contact listed in Section 7 of the applicable funding opportunity announcement. Note that there are different points of contact for each FOA. For the FOA discussed in today's webinar, those points of contact are Meghan Heffron, from the Office of Family Assistance and Bridget Shea Westfall, from the Office of Grants Management.

If you would like to access live close captioning during the webinar, please click on the closed captioning link on the bottom right hand corner of your screen. The closed captioning feature is below the Q&A feature and is labeled multimedia viewer. Finally, the webinar will be recorded, and it will be posted soon after the webinar. The link to the webinar materials can be accessed from the same resource site where you first registered for the webinar at the URL listed on the slide. Now here is the division director that oversees the Healthy Marriage and Responsible Fatherhood programs, Robin McDonald.

Thank you, Mathew. Thank you. Happens to me all the time. So good afternoon, everyone. And welcome to the third in a series of webinars designed to provide you with an overview of the Healthy Marriage and Responsible Fatherhood Opportunity Announcement or the FOA.

I do hope that you all took some time to enjoy your weekend. I certainly did. And just as we did in last week's webinars, we are coming to you live from our various homes and we look forward to spending this time with you. So, today's webinar will cover the READY4Life FOA. We know that all of you have been anxiously awaiting this opportunity, and we have been eager to share it with you. There are a few things that you may not know about READY4Life. First, vision for this FOA was conceived about nine years ago, developed out of our experience with more than half of our healthy marriage grantee organizations that were providing marriage and relationship education services to youth in high school. And one of the specified activities in the authorizing legislation. And it developed from my growing passion for youth in and aging out of foster care, in particular. And other at-risk youth populations.

Second, you also may not know that the READY4Life acronym and image represent more than just a title, but it germinated like the seed of the tree image that you see on this slide, into a powerful message that's designed to convey our hope for future families as we invest today in its youth. This tree of life image, if you will, and its four colorful and broad leaves represent relationships, education, advancement, and development as the fourfold key elements designed to prepare youth to live rich and fruitful lives. And so, every time you speak the name READY4Life, remember that you join us in sending the message that our youth are poised, they're prepared, and they're purposed for great things as they transition successfully to adulthood. So, let's get started. Next slide.

All right. As Mathew introduced me, one of the other things I just want to mention that in my division, I also happen to oversee the health profession opportunity grants or HPOG, but I also want to introduce now, Seth Chamberlain, who serves as the branch chief for Healthy Marriage and Responsible Fatherhood programs. Those of you who are former grantees are certainly familiar with Seth, particularly his pension for puns and dad jokes. And those of you who don't know him, you'll get an opportunity to hear from him during this and other FOA webinars. And we are joined by Meghan Heffron, one of our dynamic leaders on the HMRF team. Meghan is one of the federal program specialists who provide support and technical assistance oversight and monitoring to grantee organizations. And Meghan also has the distinction of being the drafter and OFA point of contact for the READY4Life FOA. Next slide.

So, here's the agenda for today's READY4Life FOA webinar. Our goal is to go through this material in about 90 minutes, but we ask that you bear with us, if we go over a little bit, as we have for FRAMEworks and the Fatherhood FIRE presentations last week. This material is rich, and we truly appreciate and are sensitive to your time, but we want make sure that we cover it all and that you will benefit from a what we're presenting. So, we will not have Q&A during the webinar, but at the end, we're going to provide, again, for you the contact information for Meghan, who will address the FOA-related programmatic questions and the contact information for the Grants Management specialists, Bridget Shea Westfall. The Office of Grants Management, by the way, or OGM, is a partner with us and these programs in that they provide guidance and oversight on the fiscal and administrative aspects of the FOA and funded projects post award.

So, Meghan and Bridget will be able to respond to questions that you have about the FOA. And I want to emphasize this. They serve as the official responders for FOA-related matters. I emphasize that again, Bridget and Meghan are the official responders on behalf of ACS and OFA for all of these FOA-related matters.

So, we'll touch on what we believe to be key high points of the things that are important for you to know from key sections of the FOA. But I want to emphasize the notice that appears in the FOA's executive summary. It's the first thing you see. It's in bold, right there on that first page, that you are strongly encouraged to read the entire FOA carefully. Goes without saying, right? But sometimes people do not. And we actually encourage you, perhaps, to read it more than once. So, don't assume that because we didn't mention something in this webinar that it is unimportant. So, everything in the FOA is important and you should become familiar with what that FOA says. Next slide.

So, the webinar, we're not intending to go line by line through the FOA. We'll cover what we will believe may be nuanced or complex FOA language, and hopefully provide some clarification, but all the material that's covered is contained in the FOA. Of course, we won't give you any recommendation on what to write, or what would be considered fundable. As stated previously, applicants are strongly encouraged to read the full FOA.

Take a look at what is being said; what is being required to be submitted, including a review of the criteria, and decide for yourselves whether what you propose meets FOA goals and submission requirements.

So, to borrow an example from a former colleague, you may have a perfectly fabulous recipe for jet fuel that you want to submit, but if the FOA is asking for oatmeal raisin cookies, you may want to rethink your proposal. Here in the last bullet on this slide, we know that ACF’s Office for Planning, Research, and Evaluation will cover information related to Performance Measures, Continuous Quality Improvement, or CQI, and Local and Federal Evaluation in a separate webinar for all applicants.

Finally, we have here, the link to where the information from this webinar will be archived for future use. Next slide.

All right. Whether you're new to these projects, or even if you've been a grantee for some time, we thought you could benefit from maybe a bit of a refresher, a little bit of history of Healthy Marriage and Responsible Fatherhood Programs.

So, the HMRF legislation was first authorized in 2005 with a 1st cohort of grants being funded in 2006 and then funding for cohorts two and three were reauthorized in 2010. That reauthorization continues through a process called continuing resolution to the current appropriation.

So, the total for both programs is $150 million with half of that amount set aside for Healthy Marriage Promotion Activities. For this fourth round of competition, we remind you that FRAMEworks and Ready4Life are funded from the $75 million appropriation; so, half of that appropriation is reserved for Healthy Marriage Promotion activities. That's also divided among FRAMEworks and Ready4Life. Next slide.

The authorizing legislation, or the statute specifies eight activities that define what it means to conduct Healthy Marriage Promotion in accordance with that statute. But for Ready4Life, we've selected these three activities on the slide because they are most appropriately tailored to youth populations. So, you can find this list of the three activities under Section 1: Background, History of Promoting Healthy Marriage Programs for Youth.

Now under this FOA, programs may combine all three specified activities, but they must select one of the two direct service activities. So, either Education in High Schools, or Marriage and Relationship Education/Skills. So, I want to repeat that: you don't have to address or implement all three, but you must select at least one of the two direct service provision activities.

So, Meghan's going to talk about this information in more detail, but there were a couple of things that bear mentioning right now. First is that Marriage and Relationship Education/Skills, that's one of those activities, has some elements that are optional. They are the parenting skills, financial management, conflict resolution, and job and career advancement. The way you'll see this written and spelled out as optional is on page three of the PDF version of the FOA by the use of terms that says: "That may include parenting skills, financial management, conflict resolution, and job and career advancement." You don't have to incorporate those particular elements of Marriage and Relationship Education/Skills. Those are the ones that are optional, and you can see that clearly by the phrase, or the term “that may include.”

I do want to point out that those of you who want to provide services to minors who are fathers, or mothers may want to be sure to include that parenting skills element in your program designs. So, we emphasized this, especially because Fatherhood FIRE, which is the responsible fatherhood service provision FOA is now for programs designed to serve adult fathers only. Because we were sensitive to some programs wanting to provide services to young fathers, we emphasize the availability to do so here in Ready4Life. So, if you do want to serve young fathers, Ready4Life would be an appropriate FOA for you to use, and young mothers as well.

The final thing I want to mention here, and that you will hear more about later is that applicants that choose to incorporate Public Advertising Campaigns must do so in conjunction with it one of the direct service activities, and by direct services, of course, we mean providing that skills base, Healthy Marriage and Relationship Education Services, or HMRE Services to participants; that's the Education in High Schools, and Marriage and relationship Education/Skills. In other words, applicants cannot submit a proposal to only conduct a Public Advertising Campaign. Next slide.

So, we believe that it's important to provide interested participants with a little information about our Research Base for Healthy Marriage Promotion Programs for Youth. I mentioned earlier that in previous HMRE cohorts, we noted that a significant number of grantee organizations were serving youth, and as we say in the FOA, research and evaluation have been the underpinning of all ACF Healthy Marriage Programming long before the funding for the programs were ever appropriated. So, it was in the 2nd and 3rd cohorts that we created the special interest in programs that target at-risk youth and defined as youth in and transitioning out of foster care, runaway and homeless youth, and even youth involved with juvenile justice.

But our research bases tell us that this is a critical time in the lives of our youth to help shape positive, healthy relationships. It's a time in which most romantic relationships occur, and it's these experiences that can influence other relationships, including peer, professional, and romantic relationships in the future. While data also tell us that a significant percentage of seniors in high school include marriage as an expectation for themselves, we also know that adolescents may well benefit by obtaining the knowledge and skills necessary to recognize and develop healthy relationships and avoid those that are unhealthy. Next slide.

So, it was in view of these challenges and opportunities and, of course, because of the congressional appropriation that we continue to fund healthy marriage promotion efforts for youth in ways that are designed to achieve, of course, among other things, these goals that are listed here, particularly the successful transition to adulthood, the formation of healthy future families as couples, and parents, and to improve the prospects of economic wellbeing through activities like job and career advancement. Next slide.

And we believe that having invested significantly in these efforts for decades has helped make Healthy Marriage and Responsible Relationship education programs the Lodestar, the guiding force to achieve greater outcomes for families, communities, and for society. And we want to continue on that trajectory. To do so, we wanted to make a couple of things very clear for applicants. We emphasized in the FOA the importance that funded programs get buy-in from and commitment from their organization's leadership, and other stakeholders like, for example, your partners. You want to make sure that you make them aware that it is important that they commit to achieving all programmatic goals and objectives in this FOA. And what that means is that if awarded, the funds received will only be used for established healthy marriage promotion purposes for youth as outlined in the FOA and approved in your notice of award. So, to be clear, as we state in the FOA, this is not an opportunity for add on, or gap funding for other non-healthy marriage promotion projects, priorities, goals, or objectives, or those of your partners.

So, with that foundation laid, I'm going to ask Seth Chamberlain to begin leading us through the key programmatic points in the FOA, along with Meghan Heffron and we'll tag team a bit throughout the webinars. So, first here's Seth.

Hi. Hello everyone. And thanks Robin. We look forward to receiving your applications, which will assure continued commitment to healthy marriage promotion.

Youth get in relationships, they fall deep. They say things like, "You are the coffee to my espresso, and I love you a latte." Or, "I don't mean to be cheesy, but I think you're grate." But they can turn quickly from that to, "Wow, you're really grating on me." Or, "We had dinner by candlelight, but the relationship only lasted a wick."

We've all been there. And this is a natural thing, and it can be a good thing when youth are coached about how to have positive relationships with the end goal of forming strong, healthy, lifelong relationships. READY4Life is geared to help individuals and couples, some of whom may already be parents, through these relationships. Some of which may be lovely, some of which may be grating, or some of which may only last a wick.

The rest of this presentation will bring you section by section through the funding opportunity announcement. Funding, opportunity announcements, or FOAs, can be overwhelming. We're hopeful that this section by section discussion will help you as you consider your application. Of course, we begin with Section 1. Section 1 is called the program description. So, the program is the authorized federal funding under this FOA. In other words, the program overall. Each of you will be proposing projects under this READY4Life program. So, Section 1 describes the READY4Life program, including the overall program, project activities, grantee responsibilities, and areas of interest to the Administration for Children and Families and the Office of Family Assistance.

So, Robin just covered Section 1, background. Or pages two to four of the funding opportunity announcement. Now, I have the FOA printed out here from the PDF, and they paginate a little different if you print it out from the HTML. But if you look on the PDF at page four, you will see a section called Program Purpose and Scope.

So, ACF has an interest in funding organizations that are adept at serving youth. ACF's grants for serving youth are intended to help youth build relationship skills while supporting positive socio emotional development and promoting successful transitions to young adulthood. Relevant relationship activities include relationship education and skills, healthy marriage education, and parenting education where applicable.

Program purpose and scope then has a subsection called Organizational Capacity; this is on pages four to five of the PDF. ACF is particularly interested in projects that unambiguously demonstrate commensurate capacity based on funding level to effectively carry out projects of various scopes to address the needs of targeted participants and communities. The three levels are listed on this slide. A later section, Section 4.2, Organizational Capacity, lists the specific organizational capacity submission requirements. And I'll talk about those in a few slides.

Program Purpose and Scope, then, has a set a section on page five called Use of Funds, but you can consider this section ways in which funds can't be used. READY4Life funds cannot be used to pay for mental health or substance abuse services, abstinence education, or sexual risk avoidance education programs, or fee for service programs. These services must be free to participants. Later on in the FOA, we make it clear that READY4Life funds cannot pay for housing assistance or child support payments.

So, next on pages 5 to 6, the funding opportunity announcement discusses programmatic objectives and outcomes related to implementation of program models funded under this FOA. This slide lists the short- and long-term outcomes targeted. ACF posted a link to more specific proposed standardized performance measures. And that link is listed, it's right here under Programmatic Objectives and Outcomes. When you look at these outcomes, you can easily see that they address the outcomes targeted by healthy marriage program activities, promoting healthy marriage and relationships, parenting, and job and career advancement.

So, related to this, proposed project must have logic models. It is one of the items required in the first file that must be submitted. Now, program purpose and scope doesn't discuss this. In fact, it's not discussed until pages 56 and 57 of the PDF. But because logic models are so critical, we wanted to take a moment to discuss them here. What's a logic model? A logic model is a diagram that presents the conceptual framework for your proposed project and explains the links among program elements. It's an overarching structure for the activities and services you propose to offer, aligned with your project's targeted objectives and outcomes. Additionally, logic models must align with the identified objectives and goals of the grant program. You remember those from the very last slide? Let me say that again. A logic model must, one, explain links among the program elements. Two, align with the project's targeted objectives and outcomes. And three, align with the objectives and goals of the grant program.

Now, while there are many versions of logic models, for the purposes of this announcement, the logic model must include connections between inputs, activities, outputs and outcomes. I'm going to talk a little bit more in depth about these.

Inputs are things like additional resources, your organizational profile, collaborative partners, key staff, budget, things like that. Your logic model should also address your target population, who are the individuals that are there to be served? And what are their needs? It should address the activities, the mechanisms, the processes that will be implemented in the program. What are the evidence-based practices? The best practices, the approach, the key intervention and evaluation components, the continuous quality improvement efforts. The logic model should also include the outputs. What are the immediate and direct results of project activities? It should address the outcomes, the expected short and long-term results that the project is designed to achieve. These are typically described as changes in people or systems.

And you know what? The logic model should discuss the goals of the project. What are the overarching objectives and reasons for proposing the project? Now, when your application is reviewed and scored, application reviewers will look at your logic model and they'll look at whether the logic model, one, links program elements, two, links proposed activities to intended project specific, short, and long-term outcomes. And three, how the proposed logic model aligns with the stated ACF short- and long-term programmatic outcomes. For that specific evaluation criteria that I just talked through, look at page 75 of the PDF. Last note, applicants are also expected to demonstrate how they will monitor their project's implementation with their logic models.

All right, so going back to Section 1, scroll through here on my slides. Okay. That does it for program purpose and scope. We left off at page six. Now we are on, if you look at the top of page six, you'll see program activities. You'll see the program activities under Ready4Life. And look at that, the very first program activity is healthy marriage promotion, marriage and relationship education for youth. Like Robin mentioned earlier, is that a coincidence? I think not. All Ready4Life applicants must propose one or more of the activities listed under the three broad categories that are mentioned on this slide. Now not all activities are required. Let's face it, that would be a ton of activities. Note that the filler states, the following are essential components of healthy marriage and relationship education and skills building service provision. Communication skills, including expression, discussion and negotiation skills. Conflict resolution, anger management, and problem-solving skills and knowledge of the benefits of marriage.

That's listed. That's what I just said. It's listed right here at the top of page seven of the funding opportunity announcement. Also note under the funding opportunity announcement, organizations are encouraged to propose program models that may address the success sequence. That is an ordered process or sequencing of events that serves as a path out of poverty for many Americans. Educational attainment, then full time employment, then children born within a stable, healthy marriage.

As Robin mentioned, note that under this funding opportunity announcement, public advertising campaigns are only implemented to support program outreach, that is recruitment and retention and the provision of comprehensive direct services, public advertising campaigns cannot be general in nature. For example, the promotion of healthy marriage and relationship skills without any connection to a program that is actually providing direct services is not allowable.

Now I want to take a moment and talk about job and career advancement, which is at the bottom of page seven and job driven employment, which is halfway down page eight and onto page nine. In recent years, ACF has emphasized the importance of activities related to job and career advancement for healthy marriage and relationship education programs, since economic pressures and instability often contribute to relationship or marital dysfunction, ACF will continue this emphasis under this FOA. Now some applicants, not all, some applicants will want to provide what we're calling job driven employment services. That's more specific than job and career advancement. Now think about that for a second. Job and career advancement might be the big umbrella and job driven employment one approach to job and career advancement. If you choose to propose job driven employment services, note that your strategies must be guided by four principles noted in the middle of page eight of the PDF, and there are other notes to consider too. However, and this is the big point related to job and career advancement and job driven employment, these are optional categories of activities. I mean look at that, page seven, job and career advancement, optional. Page eight, job driven employment, optional. Applicants may propose them, but they do not need to propose them.

So last note on job and career advancement and job driven employment, job and career advancement or job driven employment activities may be implemented directly or in collaboration with program partners. However, job and career advancement or job driven employment activities cannot be provided as standalone services. Projects that choose to include job and career advancement or job driven employment services must provide them in conjunction with marriage and relationship skills or any of the healthy marriage promotion activities that constitute the purpose of the program throughout the duration of the individual or couple’s enrollment. The FOA makes this clear on page nine, so it says on page nine of the funding opportunity announcement right here, right before parenting skills for young fathers and mothers.

So, the last thing I'll mention under program activities is related to parenting skills education. ACF is interested in funding programs designed to help young parents improve the personal, social and economic outcomes for themselves and their children. For applicants who provide services to young parents under the FOA, well-designed programs will include parenting activities that incorporate skills based parenting curriculum designed to help young parents learn and apply skills that assist them in fulfilling their roles and responsibilities as fathers and mothers, reinforce parental practices that advance child wellbeing and improve parent-child relationships.

Okay, so the next big part of Section 1 is called curricula. This begins on page 10 of the PDF. Curricula, so let's spend a moment and talk about this. Curricula must be implemented, and they must meet a minimum level of hours. The FOA states projects must deliver 12 hours or more of curriculum over time in a primary workshop or workshops. A workshop is a set of structured classes, primary workshops are workshops which all participants are expected to attend and ultimately complete. Projects must implement curriculum or curricula that is or are designed to help form, improve and sustain healthy marriages with a future or current spouse, develop and maintain healthy dating decision making strategies and relationships, improve communication with their peers and adults, resolve conflict through healthy channels and increase other healthy relationship skills and aid in successful youth transition to adulthood.

At a minimum, curricula must include communication skills, as I discussed earlier, conflict resolution management and problem-solving skills, knowledge of the benefits of marriage and stress and anger management. So, curriculum or curricula must be evidence-based or evidence informed and must be skills based. Note that curricula must be of sufficient intensity per the guidelines listed on this slide. Projects, those are the four bullets under where it says must be of sufficient intensity. Projects that do not meet these standards for intensity of primary workshops must provide strong justification for less intensive programming. So last note on curriculum. Following curriculum developers' guidelines for service provision is critical. For example, if you are implementing a group-based curriculum, it cannot be used in a one on one setting without rationale and without written approval from the developer.

All right, continuing on. The next part of Section 1 discusses program expectations. So, this is on page 12 of the funding opportunity announcement in the PDF. The general expectations on pages 12 to 13 are critically important. Please take note of the bullets on page 12 and all of the paragraphs on page 12 and 13. We spent a lot of time working on those, those are very important.

But I want to focus now on page 13, where there's a new for 2020 section called Program Participation Targets. This may be an intricate passage, so I want to take a moment to describe what is required. To do this, we first need to start with some definitions. First in that last slide, recall we discussed the term primary workshop. To remind us all, a workshop is a set of structured classes focused on a topic or topics related to the FOA and a primary workshop is a curriculum-based workshop that all participants are expected to attend and ultimately complete. A project's primary workshop or workshops must, collectively in the case of multiple workshops, address all FOA requirements and outcomes.

Second, recall what a sufficiently intensive workshop or set of workshops is, there were four parameters but the primary one is that sufficiently intensive workshops are those in which the primary workshop or workshops are at least 12 hours. Projects that do not meet these standards for intensity of primary workshops must provide strong justification.

Third, note how the FOA defines program completion. So, this is on page 13 of the funding opportunity announcement, a little bit above program participation targets. So, program completion is defined as completion of at least 90 percent of primary workshops. So, on pages 13 to 14, there are upper and lower limits for clients that may be proposed to be served with 90 percent of primary program workshops. These limits are set by funding level requested. So for example, for applicants that are proposing smaller scope services, that is those requesting funding from half a million dollars to $749,999 per year, they should propose to serve no fewer than 120 individuals or 60 couples, co-parents or parenting pairs per year who received 90 percent of primary program workshops. This is the lower limit. Let me say that again. If you propose to serve 119 individuals or 59 couples, that is too few. Now these applicants proposing small scope services may propose to serve up to 1500 individuals or 750 couples per year with 90 percent of primary program workshops. Applicants may propose to serve more, but such applicants must ensure the project design represents a demonstrated organizational capacity to provide client services in numbers that exceed the specified maximum.

I'll provide another example. This time for applicants proposing the upper end of large scope services, that is those requesting funding from $1.25 million to $1.5 million per year. They should propose to serve no fewer than 200 individuals or 100 couples or co-parents or parenting pairs per year who received 90 percent of primary program workshops. This is the lower limit. Let me say that again. If you propose to serve 199 individuals or 99 couples, co-parents, parenting pairs per year, that is too few. These applicants proposing large scope services may propose to serve up to 2500 individuals or 1250 couples per year with 90 percent of primary program workshops. Applicants may propose to serve more than that, but such applicants must ensure that the project design represents a demonstrated organizational capacity to provide client services in numbers that exceed the specified maximum.

For a quick reference on the primary program workshop hours requirement and the program participation target requirements, you can turn to appendix Section C, approach summary table, which has the types of services, funding requested, program participation targets, primary program hours, evaluation requirements, if any, and the age of clients. So now continuing with program expectations, sorry, last note on program participation targets. The reason we are doing this is because ACF wants to maximize efficiency and cost effectiveness of grant funds, period.

So now continuing on with program expectations, we're still in Section 1, pages 14 to 15 discusses how grantees will be expected to address client needs through intake enrollment and assessment of needs, addressing individual participant needs, and grant funded participation supports. Program expectations also addresses partnerships. This is on pages 15 to 17 of the funding opportunity announcement. Strong partnerships are critical to maximizing the effectiveness of a program model through leveraging resources, building community support, and increasing access to eligible target populations. Partners may service the following. Sources for recruitment of program participants, as implementers of programing itself, and as referral agencies for services that are needed but not available through the project. That is, agencies to which Ready4 Life staff may refer participants for additional services.

Section 1 then has a passage on sub-awards. This is on pages 17 to 18 of the funding opportunity announcement. Recipients under this grant program may opt to transfer a portion of substantive programmatic work to other organizations through sub-awards. Grantees may also opt to contract out some services. In all cases, the prime recipient, that is the grantee, is responsible for oversight of all programmatic, financial, and administrative matters including reporting related to the grant. This responsibility includes oversight of these matters as they relate to sub-recipients. Additionally, the prime recipient, that is the grantee, must maintain a substantive role in the project. ACF defines a substantive role as conducting activities and or providing services funded under the award that are necessary and integral to the completion of the project. So, grantees can't serve as pass throughs. Additionally, grantees must ensure that sub-recipients meet the eligibility requires identified later in the funding opportunity announcement.

The last thing I'll address right now is participant eligibility. This section of the funding opportunity announcement, this is on page 18, is not about whether you as an organization are eligible to apply. Rather, it's about who you serve. That is, the youth that you will serve. Eligible participants are youth in traditional or alternative high schools grades nine through 12, high school aged youth age 14 to 17, and or youth in late adolescence to early adulthood ages 18 to 24. Take note, grades nine to 12, ages 14 to 24. ACF has a particular interest in services targeting the following populations, although participant eligibility is not limited to these populations. Youth in or aging out of foster care, runaway and homeless youth populations, youth involved in the juvenile justice system, low income and at-risk youth, parenting youth, and youth attending Title 1 traditional or alternative high schools as applicable. Additionally, ACF has a special interest in project designs that target services to young parents by proposing evidence based or evidence informed parenting curriculum instruction and related activities under the parenting element of the marriage and relationship education skills specified activity. So, with that, I'll turn it back to Rob, and he's going to talk about the requirements for organizations that receive grants.

All right, Seth thank you. So now let's talk about those post-award requirements of Section 1. Now these are the specific aspects that we want to emphasize that are required by all successful applicants who become grantees. But that also must be addressed in your application. And again, all these requirements will be enforced. We are here only highlighting some key points. So, the first, if you were on the Fatherhood FIRE webinar last week, you may recall that the non-discrimination in program eligibility requirement under that FOA were rather nuanced. And while non-discrimination in program eligibility is equally important under this FOA, in Ready4Life and in FRAMEworks, there often isn’t that same perception of discrimination in participant eligibility occurring in healthy marriage programs. Males and females are equally eligible to participate in those programs, whereas with Responsible Fatherhood programs that are designed to be father-focused, there may be a greater perception of discrimination. And to be clear, eligibility discrimination is prohibited under Fatherhood FIRE also. But as I said last week, for that participant eligibility under that FOA, that's based on parenting status, and it's not based on gender, which is one of the prohibited activities, it's part of the protected classes. So nevertheless, Ready4Life applicants must adhere to the nondiscrimination in program eligibility requirements. So, this section sets forth the prohibition against discrimination on the basis of a participant's race, gender, age, disability or religion in providing services to eligible persons. You've probably heard that before. And the prohibition also extends. Prohibition against discrimination on those bases related to when determining eligibility, benefits or services provided or any other applicable rules. And applicants and grantees, of course, these requirements would be applied, they should apply these as they affect or comport with their recruitment activities and their materials. They should also reflect or comport with these non-discrimination rules.

Next slide. Domestic violence. So, we say clearly in the FOA and want to emphasize here that addressing domestic violence, intimate partner violence and dating violence are important components of healthy marriage programs. And unfortunately, data show that teen dating violence is common among youth. And given the unfortunate circumstance of high rates of dating violence in the US, and we include some statistics in the FOA for you to take a look at, it is likely that HMRE programs will serve one or more youth who are experiencing or who have experienced dating violence and a youth who may have committed or perpetrated acts of violence in the dating context. And so the important nuance that I want to emphasize here is that first, what the statute requires for applicants, meaning what must be addressed in your applications and also in your program implementation, and two, what we programmatically believe applicants should consider in addressing these issues.

So, first, under the statute, the applicants must describe, just include a description of how the programs or activities proposed in the application will address as appropriate these issues of domestic violence. And the other thing that the statute requires is that applicants and grantees then consult with domestic violence experts or relevant community, domestic violence coalitions in developing the programs and activities. Now, those are the two statutory requirements related to domestic violence.

But the detail language that you find here in Section 1, the post-award requirements under domestic violence, it provides what we believe applicants may want to consider as you develop your programs and activities. Now, these approaches included are sound and they have been vetted with ACF in our internal DV experts, as well as external experts, but applicants should consult with experts within their community to identify appropriate strategies to address these issues, to develop your programs and include that in your application. You can, of course, again, consider these things that we've listed here, but consult with experts in your community.

Next slide. And certainly it is important that projects that serve youth who were parents. We recognize, we encourage organizations at a minimum to stay abreast of and train in their state's reporting requirements on child abuse and neglect. But as you see here, and in the FOA, child maltreatment is not a statutory requirement, but it is a programmatic requirement. And as such, must be addressed in your application and in your program implementation.

Next slide. So, Seth, if you'd go back to one slide to the staffing levels. Okay. Thank you. So, we have established three designated key project staff positions, and one of those positions is optional. So, these are positions that we've determined will help ensure that thorough oversight, successful operation and compliance of the project. And so those are the project director, the project manager, which is an optional position, and data manager and financial officer. So, note that if you decide to include a project manager, that position will also be deemed a key position. And so this means that we expect that applicants make FTE or full-time equivalent allocations and levels of effort for those positions that will ensure 100 percent, like all of the program, we'll have 100 percent oversight of all program operations.

So, what does that mean, right? So, these positions are key to the overall project oversight, monitoring, fiscal and day-to-day management of the program. And as such, the applicants need to make FTE allocations that will allow these persons to be sufficiently engaged to ensure that they are knowledgeable of program operations, including, as appropriate, the project design and implementation strategy, a program structure, the budget, fiscal requirements and compliance and other issues that have to be monitored and reported on.

Now, we are not telling you what specific FTE allocations to make. For example, this is not stating that each of these key positions have to be allocated at 100 percent FTE in your budget. That's not what we're saying. However, you should consider the reasonableness of the FTE allocations to accomplish the duties and responsibilities assigned to each of those positions. For example, you may want to consider whether a project director who is only engaged at 10 percent FTE may be considered a reasonable level of commitment for associated duties and responsibilities. And that's particularly when assessed under the project management and staffing criteria of Section 5.1. And so finally on the staffing, please note that the authorizing or organizational representative or the AOR cannot be the project director or vice versa. In other words, this means that one person cannot hold both positions in these programs.

Next slide. So voluntary participation is one of those requirements that's frequently misinterpreted or misunderstood by applicants, but also by grantees. So, first, voluntary participation is required under the statute, and applicants will need to describe how they will ensure that participation is voluntary, and how they will inform participants that their participation is voluntary. So, in the high school context, it will be particularly important that applicants and grantees ensure that these issues are addressed with the school systems in which they're engaged. That is that they ensure that students are free to elect participation in the HMRE classes and are not compelled to do so. So, this may include obtaining signed consent forms from parents and/or assigned assent form from the youth themselves. But youth services under this FOA are broadly defined and include those who are not in high school, including late adolescent and young adults, right? So, services must be voluntary for all participants. And I thought it might be helpful to give a couple examples what involuntary participation might look like. Now, although I will say that this more likely comes up in the context of youth who were involved in the juvenile justice system or other young adults who can be served under this program, who may have had prior criminal justice involvement as adults, or in other cases. But some of the examples of involuntary participation come up in the context of court mandated participation. For example, as a condition to avoid adjudication, maybe it's a condition of probation or parole, or if the youth, for example, is a parent, then as part of a child visitation order or child support order, there is a condition placed upon them and it's court mandated.

So, for example, if a judge says, "As a condition of your probation or to avoid jail, you must attend XYZ's Ready4 Life program." Well, this would be considered involuntary participation. When the participant doesn't have an option not to participate in your program. But if the services you provide are on a list of organizations from which a participant may select, then their participation is deemed voluntary, even if court ordered. So, for example, the judge says, "As a part of your probation, you must participate in relationship skills, education, and job and career advancement activities, and here is a list of agencies in your area that provide them." So, when the participant can choose to participate in your program, that is, they have the option to select your program from a list of service providers, then that is voluntary, even if related to court mandated participation generally.

So, the next two bullets on this slide, entrance conference and planning periods, they're pretty straight forward, so I won't elaborate beyond, make sure that you read and understand what's required for each. And that last bullet, that information is going to be provided in a separate webinar. And we include the link or will provide the link to where you can find the scheduled dates and times of that occurring.

So next slide. So, we've covered the high points of Section 1, and now we move on to Section 2, federal award information. So here, it's a reminder that this is a five-year project period, right? 60 months, depending upon availability of funds, of course, through congressional appropriation. And as you know, these funds are being competed this year. But for years two through five, funds will be awarded through a noncompetitive continuation process. Now, if you happen to be successful in this competition and wind up being a grantee, then you'll learn all you need to know about noncompetitive continuation in due time, I'm not going to spend time talking about that. But generally there are three criteria for continued funding of your program, and that's the availability of funds, and then your program having achieved its program goals and objectives, and then the third is that if it's determined by the federal agency to be in the best interest of the government to continue to fund your program.

Now when you're doing your budgets, please pay attention to the point that your funding will not exceed the amount awarded in the first year. So whatever amount you establish in the budget for year one is the amount that you will receive each year, assuming, of course, that you meet the three criteria that I just mentioned. So, if your funding request is large scope at $1 million per year, for example, it will remain at that level for all five years, if awarded. So, consider that carefully as you develop your budget.

And I also want to, in this section, touch on disqualification factors. And it's very, very important to note that you must pay attention to all disqualification factors and not just those that I mention here, but these are extremely important. So, award ceiling disqualification first. For this FOA, if you submit a request for funds that is above the annual budget period award limit or the ceiling, which is $1.5 million per year, so if you submit a request for funding above $1.5 million per year, your application will be disqualified from the competitive review and from funding under this announcement. Similarly, for the award floor disqualification, under this FOA, if you submit a request for funds that falls below the $500,000 per year award floor, your application will be deemed non-responsive or disqualified and will not be considered for competitive review or funded under this announcement. So it bears repeating this, if you submit a request for funds that is above $1.5 million or below $500,000, in either case your application will be deemed non-responsive and will be removed from the competitive review, and you will not be eligible to receive funding under this announcement.

So, there is an additional disqualification factor that I want to bring to your attention, but we'll talk about that when we get to Section 3.3. Alright, the next slide, please. A little bit about local evaluation costs. There are certain cost allocation requirements that will apply depending upon the amount of funds you're requesting. So, if you choose to propose a large scope project, that is, if you choose to request between $1 million and $1.5 million a year, you are required to propose to conduct a rigorous impact evaluation. I'm going to say that again. If you choose to propose a large scope of $1 million to $1.5 million, then you are required to propose to conduct a rigorous impact evaluation.

Now, you're going to submit that evaluation proposal with your application for post-award review and approval. Additionally, if you choose request funding at that level, then you are required to allocate 15 to 20 percent of your total budget per year for evaluation. That is 15 to 20 percent of your total budget for that rigorous impact evaluation if you were applying under the large scope at that funding level. So, if you choose to propose a moderate scope project, that is, if you choose to request $750,000 to $999,999, then local evaluation for you is optional. And then you will have two options. You may choose to conduct an impact evaluation, and if so, you must then allocate the 15 to 20 percent per year, just like under the large scope, or you may choose to conduct a descriptive evaluation.

And if so, you must then allocate five to 10 percent per year for evaluation. But at this funding level, you are not required to conduct a local evaluation at all. And finally, if you choose to propose a smaller scope project, that is if you choose to request from $500,000 to $749,000 per year, you're also not required to conduct a local evaluation at all. However, if you choose to conduct the local evaluation, then you can only propose a descriptive evaluation and must allocate between five to 10 percent per year, just bears mentioning again, $500,000 to $749,000 per year. Not required to do a local evaluation, but if you do, you can only propose descriptive and then must allocate five to 10 percent per year.

So just as a reminder, that for those that are required or that choose to conduct a local evaluation, you must submit that proposed evaluation with your application for post-award review and approval. Next slide. Okay, we're on Section 3.1, eligible applicants. Now this is distinctive from the participant eligibility that Seth spoke of in Section one. So, if you’re interested in applying, and I assume that you are because you're on this call, we encourage you to pay particular attention to this section of the FOA. So, if you were on the Fatherhood FIRE webinar last week, you may recall that this section for that FOA had more nuanced eligibility requirements. As you see here, eligibility is broad and straightforward and is the same as applicant eligibility under the FRAMEworks FOA.

So, one significant distinction as compared to Fatherhood FIRE is that for-profit entities are eligible to apply under this FOA under Ready4Life, whereas they are not eligible to apply under Fatherhood FIRE. And the next thing that I want to mention here is included in all three marriage and fatherhood FOAs. And that is that individuals including sole proprietors and foreign entities are not eligible to apply and will be disqualified from competitive review and from funding under this FOA. These, again, are automatic disqualification factors for those entities. Again, this provision is included in all three FOAs. And finally, faith-based and community organizations that meet the eligibility requirements are eligible to compete and to receive awards under this FOA.

So be sure to review Section 4.2, the legal status of applicant entity for the documentation that's required to support your applicant eligibility. And the next slide, so with regard to Section 3.2, the only thing that I really want to emphasize here is that there's no cost sharing, no matching requirements. I know that some applicants like to include matching funds in their applications. We just want you to know that if you do and you receive a grant that includes matching funds, it becomes a part of your project scope, and we will hold you to that commitment.

And the last thing from me is the project design disqualification or participant age that is mentioned earlier. And you will find this one in Section 3.3 other, and it is extremely important factor. And as mentioned throughout the FOA, as Seth mentioned earlier, Ready4Life is for services for youth populations. Applications must be designed for youth that are defined there. And Seth mentioned those earlier. So, if an applicant submits a project design, that includes minors who are younger than age 14 or youth and/or young adults that are older than age 24, the application will be deemed non-responsive and will not be considered for competitive review or for funding under this announcement.

So, if you're interested in providing healthy marriage promotion activities to adult individuals, or couples only, that's age 18 and older only, you may want to consider the FRAMEWORKS FOA. And if you're interested in providing responsible fatherhood activities to adult fathers only, that's age 18 and older only, you may want to consider Fatherhood FIRE. And so, with that, I'm going to turn it over to Meghan Heffron.

Great. Thank you, Robin. As mentioned earlier, I am Meghan Heffron. I'm a Family Assistance Program Specialist within the Healthy Marriage and Responsible Fatherhood program. I would like to walk you through some slides that are going to present information on Section 4.2, the funding opportunity announcement for Ready4 Life.

So please pay attention, close attention to the information in Section 4.2. This starts on page 32 of the Ready4 Life FOA in the PDF version. As Seth mentioned earlier, if you print from the HTML version, your page numbers may be slightly different.

This section provides explicit instructions on submission requirements, and how applications must be formatted for submission. I'd like to draw your attention to the two file requirements. Applicants must submit their application in two files. The first file is titled project description. And the second file is titled appendices. Please refer to pages 34, 35, approximately in the PDF version of the FOA, for a list of the items required, and the respective folder those items must be placed.

Please also pay attention to the page limit. The combined page limit for the application is 100 pages. I repeat, 100 pages total. If you submit more than a hundred pages, any pages following page 100 will not be reviewed, and thus, will not be recognized in the reviewer scores.

Next slide. Again, reviewers will be assessing your proposal against published criteria. It is advised that applicants follow the file naming and titling outlined in the FOA, as it corresponds with the published criteria reviewers will use to assess and score applications. Beginning on page 38, applicants will find a list of the standard forms required for submission, for application under this FOA. Standard forms do not contribute to the 100 page limit and are uploaded separately at grants.gov.

So, you will have the two file requirements that has your first file of the project description. Your second file of appendices, and then you will have additional forms, the standard forms, that will be uploaded separately. Please make sure to refer to the FOA, where you'll see the list for all the required standard forms.

Next slide. So, as Robin previously mentioned on page 40 of the Ready4 Life FOA, you'll find an overview for the project description. Project descriptions are evaluated on the basis of substance and measurable outcomes not linked. Applicants should make sure to provide the written documentation on legal status. Nonprofit organizations must submit proof of their nonprofit status. You may refer to the list on pages 41 to 42 for the accepted types of proof. For profits and small businesses must submit proof of their legal status.

Next slide. Applicants should consider Section 4.2 and the project description as their instruction manual for submission of the FOA, or submission of your application in response to this FOA. I'll say that again. Please consider Section 4.2, and the project description as the instruction manual for your submission of your application, to the response of this FOA. Each bold header within Section 4.2 is a separate component and must be addressed.

Speaking of must, you'll see on this slide, we're outlining that must means must. The language presented in the FOA was chosen intentionally. If a section denotes that an applicant must describe, then the description of the topic in question is expected and corresponds to scoring criteria. If the language in the FOA indicates “may choose”, or “when proposed”, or “may also propose”, this indicates a choice for the applicant. So again, please play close attention to must, and may choose.

Next slide. Approach. Moving on in Section 4.2 applicants will arrive at the Approach Section. Again, it's advised to read closely, and present a project approach that adheres to the expectations outlined in the FOA. And as listed here on the slide, it must account for all functions or activities identified in the application, and unless specified all components under Approach are required, and additionally be designed for the full five-year project period.

Next slide. The Approach Section has several subheadings. All of the subheadings should be considered a component of the Approach and described. It is recommended that applicants use the presented headings as they align with scoring criteria. Utilizing the headings presented in the FOA provides viewers with a clear indication of where an applicant addresses components related with an assessment criteria. You'll see the list of the headings within the Approach Section here on the slide. Of course, they also appear in the FOA, under the Approach Section in Section 4.2. Again, it's recommended that applicants use the presented headings as they align with scoring criteria.

Next slide. So, Seth spent a great deal of time discussing the three specified activities earlier in this presentation, but I'm going to reemphasize here as they are very important. All applicants must clearly identify, which of the three specified activities, and the program elements within, they choose to implement. A reminder, that the public advertising campaign cannot be selected, and implemented as standalone activity. It must demonstrate a clear connection to program outreach, and the provision of direct services. And thus, must be conducted along with either education in high schools, and or marriage and relationship education skills. Please also remember, that applicants must describe how they will incorporate the three specified components, HMRE skills building service provision listed in Section 1, Seth identified these earlier in the presentation. Applicants have the option of addressing Job and Career Advancement, Job-Driven Employment, and Parenting Skills as applicable for the proposed program. For example, you may choose to incorporate Job and Career Advancement services in addition to HMRE services.

However, if you choose to offer job and career advancement, you must incorporate three or more of the activities listed in Section 1, under program activities, job, and career advancement. Also, please note that parenting skills is similarly applicable for applicants proposing the parenting skills provision and must describe how they will incorporate each of the critical components listed in Section 1, program activities, parenting skills for young fathers and mothers.

Next slide. Moving on in Section 4.2, we arrived at the curricula description section. All applicants must propose and include a description of an evidence based or evidence informed curriculum or curricula that aligns with the provisions listed in Section one. I will emphasize here again, that those provisions include the appropriateness for youth, focus on healthy marriage and relationships and consist of a minimum of 12 hours and delivered over two weeks or more.

You may also refer earlier in this presentation to where it was discussed about Section 1. And then of course, in the FOA under Section 1, curricula. Additionally, where adaptations to curricula are proposed, applicants will need to provide a rationale for those adaptations and eventual written approval from the curriculum developer on the appropriateness of those adaptations. I will stop here and turn over to Seth, to talk about program participation targets.

All right, fantastic. Thank you so much, Meghan. So, Meghan is talking about all of the must-see Sections of the funding opportunity announcement and all those things, the musts. But there's also the many parts of the funding opportunity announcement. And I'm back to talk about program participation targets. Under the Ready4 Life program, programs must have program participation targets. Applicants must propose those program participation targets. So, applicants will need to clearly identify their program participation targets. And as I discussed earlier, you should make yourselves familiar with a few terms. First off, a workshop is a set of structured classes, focused on a topic or topics related to the funding opportunity announcement. A primary workshop is a curriculum-based workshop that all participants are expected to attend and ultimately complete. A sufficiently intensive workshop will meet four criteria, the most notable being that the primary workshop or set of workshops together are at least 12 hours long. Less intensive projects must provide strong justification and program completion is defined as completion of at least 90 percent of primary workshops.

So, what do you need to submit in your application? Applicants are required to identify target numbers for each full project year, as well as for the second half of year one. In year one, there's a planning period for the first six months and the last six months will be implementation. Applicants are required to identify the target number of clients that will enroll, that will complete at least one primary workshop. That will complete at least 50 percent of primary workshops, will complete 90 percent of primary workshops. And will complete 100 percent of primary workshops. Applicants must submit a table with these targets as part of their applications. Let me say that again, applicants must submit a table with these targets as part of their application. So, to see an example, a table shell, you can open your funding opportunity announcements to appendix B, which in the PDF is page 91, and you can see, a program participation table shell.

So, the 90 percent level is key. You are required to identify how many clients you will serve, who will receive at least 90 percent of primary programming. So, I gave two examples earlier of how many clients would need to be proposed to be served at 90 percent. But let's extend this, now that we know that applicants are required to identify the target number of clients that will enroll, that will complete at least one primary workshop, That will complete at least 50 percent of primary workshops, will complete at least 90 percent of primary workshops. And will complete 100 percent of primary workshops. For the sake of simplicity, let's imagine we're serving individuals, not couples, so individual youth. So, let's imagine we're applying for smaller scope services and in year two, we think we can serve 200 youth with 90 percent of primary workshops. We now need to think, okay, how many youth should we enroll in order to hit that number of 200 youth receiving 90 percent of primary workshops?

So, you'll need to consider your population and your service approach, your experience with your community in order to identify these targets. Perhaps you'll calculate that for year two, you'll need to enroll 400 youth. Then 300 of those youth will attend at least one primary workshop. 250 of those youth will complete at least 50 percent. And 200 will complete 90 percent of primary workshops. You could then estimate that 180, will complete 100 percent of primary workshops.

Let's take another example. Imagine we're applying for large scope services and in year three, we think we can serve 400 youth with 90 percent of primary workshops. We now need to think, how many youth should we enroll in order to hit that number of 400 youth receiving 90 percent of primary workshops. So, you'll need to consider your population and experience with your community and your service approach to identify the right targets.

Perhaps you'll calculate that for year three, you'll need to enroll 600 youth, and then 500 of those youths will attend at least one primary workshop. 450 will attend at least 50 percent of primary workshops. And 400 will complete at least 90 percent of premiere workshops. You could then estimate that 375 will complete 100 percent of primary workshops.

Two final notes about the tables you will submit. This table will be key to reviewing your application. In the evaluation criteria, there's a criterion which states, "The applicant presents a clear summation of primary workshop participation hours and a complete table or tables outlining program participation targets". And, "The applicant's table or tables includes and clearly identifies the proposed number of clients who will complete at least 90 percent of primary workshops that aligns with the program participation targets.

Last note, funded organizations must serve the numbers of clients proposed in their applications. You will be held to these numbers.

All right, I'll hand it back to Meghan.

Great. Thank you, Seth.

Moving onto the next slide we have large scope services. You've seen, outlined in several sources of this funding opportunity announcement, that there are categories of scopes of services. Large scope services, moderate scope services, smaller scope services. In this section we're referring specifically to large scope services and the specifications within. Applications requesting funding from $1 million to $1.5 million must detail both the need for and the expected efforts for the provision of large scope services in their community.

If the applicant proposes to serve a large number of clients, they must provide a justification and explanation, including the cost per client summary. If an applicant proposes to provide high intensity services, they must describe the full scope and specify that provision. I'll go so far as to give an example, that an applicant would need to describe, beyond the phrase, "We will provide intensive services." Please do provide the full scope and specify the provision of how these services will be high intensity.

If an applicant is proposing to serve both large numbers and provide high intensity services, they will need to provide a justification for the need, and the capacity, of the ability to provide that provision.

Next slide. Partnerships. Again, we're still in Section 4.2, we're still going through, in essence, the instruction manual on submitting your application. Applicants must describe all partnerships and specify the nature of the relationship within that partnership. I'm going to reiterate the wording on this slide as well. You must describe any federal, state, tribal, and/or community-based collaboration and partnership efforts. Applicants must include a signed performance-based MOU between the applicant and each partner agency, in accordance with third-party agreements. That means that you ... Especially when we use the phrase performance-based MOU, a performance-based memorandum of understanding, that outlines the expectations that are involved in the partnership between the applicant and their partner organization. What the objectives will be on the side of each party and the responsibilities for each party.

Next slide, but I'll kick it back to Seth, who's going to tell us a little bit more about organizational capacity.

Thanks, so much Meghan. I just can't get enough of this stuff, so I'm back. I recognize that we have about a minute left in the 90 minutes, but we are going to go longer. And I recommend that you stick with us. The next section, and the next sections, that we'll discuss will be very important to submitting high quality applications.

There is a portion of Section 4.2 related to organizational capacity. Applicants are required to submit evidence of demonstrated capacity to implement large, moderate, or small scope services per their requested funding. So, to discuss this I suggest looking at two places in your Funding Opportunity announcements.

Appendix D, on page 94 of the Funding Opportunity Announcement in the PDF, has a summary table outlining the standards for organizational capacity. Pages 49 to 53 has the exact details on these standards. Organizational capacity, the evidence that must be provided for large scope services is the most detailed, so I'll spend a good deal of time describing this. Applicants requesting funding from $1 million to $1.5 million must submit three pieces of evidence.

First, applicants must describe their operational budgets. At least $900,000 per year for the two most recent years. Second, applicants must describe their past service provision in three ways, so I'm going to talk about these as A, B, and C. A, applicants must describe relevant experience and expertise implementing marriage or fatherhood programming, that is the activities in the authorizing legislation, for at least four of the last five years. B, applicants must describe how the target number of programming hours previously or currently provided meets, or exceeds, the standard outlined in the curricula section. In this case 12 hours or more of primary program workshops. In cases where existing programming does not meet the specified standard, applicants must describe they have the capacity to meet the standard. C, applicants must describe the number of clients served. This standard for past organizational capacity is different than what will be required to be served under this FOA. Applicants must demonstrate that they have enrolled and served at least 100 individuals or 50 couples who completed at least 50 percent of primary workshops for each of the two most recent years. Again, the standard for organizational capacity, what an organization has done in the past, is different from what organizations will be expected to do under this FOA.

Third, these applicants must also describe their evaluation capacity. This is different for applicants requesting funding at the lower end of the range versus those at the upper end. For those requesting $1 million to $1,249,999, applicants must either describe past success with evaluation. This evaluation does not necessarily need to have been an impact evaluation. Or must describe how the proposed approach to evaluation will lead to a strong impact evaluation.

For those requesting funding from $1.25 million to one $1.5 million, applicants must describe their involvement with a successfully planned and implemented impact evaluation. Now, organizational capacity for moderate scope services is also detailed. Applicants requesting funding from $750,000 to $999,999 must submit two to three pieces of evidence. First, applicants must describe their operational budget; at least $500,000 per year for the two most recent years. Second, applicants must describe their past service provision.

There are three components that applicants must address. These are similar to but not exactly the same as those for large scope services. A, applicants must describe relevant experience and expertise implementing marriage or fatherhood programming that is or is similar in content and implementation to the activities and the authorizing legislation for at least two of the last three year. B, applicants must describe how the target number of programming hours previously or currently provided meets or exceeds the standard outlined in the curricula section. In this case, 12 hours or more of primary program workshops. In cases where existing programming does not meet the specified standard, applicants must describe that they have the capacity to do so. C, applicants must describe the number of clients served. Again, this standard for past organizational capacity is different from what will be required to be served under this FOA.

Applicants must demonstrate that they have enrolled and served at least 50 individuals or 25 couples who completed at least 50 percent of primary workshops for each of the two most recent years. Again, the standard for organizational capacity, what an organization has done in the past is different from what organizations will be expected to do under this FOA if they are awarded funding. With regard to evaluation capacity, this is the third piece of evidence, with regard to evaluation capacity, the FOA only States that applicants proposing impact evaluations must either describe past success with evaluation, This evaluation does not necessarily need to have been an impact evaluation, Or must describe how their proposed approach to evaluation will lead to a strong impact evaluation.

Applicants requesting funding from half a million dollars to $749,999 must submit evidence of demonstrated capacity that implements smaller scope services, and they must submit two pieces of evidence. First, applicants must describe their operational budgets at least $100,000 per year for the two most recent years. Second, applicants must describe either their past service provision with family focused marriage or fatherhood programming or for those without related past service provision experience, a description of their current capacity.

To be clear, for applicants with experience with family-focused marriage or fatherhood programming, they have to provide an A and a B. A, applicants must describe relevant experience or expertise implementing marriage fatherhood or other family-focused human service programming that is or is similar in content and implementation to the activities in the authorizing legislation. The FOA does not state that the applicants must provide evidence of service for any minimum time limit. And B, these applicants must describe how they have the capacity to provide services at the standard outlined in the FOA; in this case, 12 hours or more of primary program workshops.

That's the past service provision evidence for applicants with some type of experience. For those without that experience, applicants must provide a clear and feasible description of how the applicant organization has the current capacity to provide services at the standard level specified, that is, 12 hours or more of primary program workshops.

Please note that separate webinars will cover the program performance evaluation plan and the funded activities evaluation plan Section of 4.2. The website that you went to register for this webinar has links to register for those other two webinars. I'll see you there after those next two webinars. Next one will be Tuesday, tomorrow, and the next one will be Wednesday. Right now though, I'll hand it back to Meghan.

Great. Thank you again, Seth. Moving on, still in Section 4.2, we told you it was important. It's long. We have moved on to the project (line-item) budget and budget justification. Please note that there is one budget requirement but five general areas that must be reflected. Line-item budgets must be clear, itemized, and specific. Please avoid the use of the word miscellaneous. Budgets must also reflect each year of the full five-year period. I'm going to reiterate something that Robin mentioned earlier. Funding levels for years two through five will not exceed the amount awarded in year one for the project. Please keep this in mind as you develop your budget. Also, a note too, that the line item budget and budget justification must be submitted in the description file under the two-file requirements. Next slide.

We've moved on to Section 4.6: Funding Restrictions. Pay close attention to Section 4.6 Funding Restrictions. It specifies unallowable costs such as fundraising, construction, legal assistance, rent, or housing subsidies, and mental health services. Additionally, it outlines the reference that ACF does not fund pass-through agencies. Please play close attention to the allocation requirements for local evaluations outlined on page 71 as we both have described them earlier in this presentation. Applicants must also submit a written assurance that they will not supplant other federal, state, or local funds that otherwise have been made available. This means that you cannot use HMRF funds to pay for something already supported by other federal state or local funds. Next slide.

We have made it to Section 5.1, the criteria. Please review closely Section 5.1. The criteria is the basis for application evaluation and scoring. Reviewers will evaluate and score applications based on the documents presented in the application and nothing else. They will not refer to websites, external links, or other documents. Keep in mind, utilizing the criteria published in Section 5.1, reviewers will use this to assess all documents presented only within the application. Reviewers will assess applications based on their relation to the criteria in Section 5.1. Thus, again, make sure to read that criteria closely and address those criteria in your application. Next slide.

We put together some highlights from the criteria section here. Please, again, review this section closely. There are main criteria, six overarching criteria categories. Each criteria has several sub-criteria. I need to draw your attention first to an error that presents within Section 5.1 under project approach following sub-criteria 17. Within the bold font, following sub-criteria 17, there's the following statement. The maximum points under project approach if this option is proposed will remain 30 points. The correct number is 35 points. The maximum points available for project approach is 35. Please pay close attention to the criteria in organizational capacity, as it outlines what reviewers will look for to confirm demonstrated capacity. As you recall, Seth spoke extensively about organizational capacity and the tables available in the appendices.

The same as applicable for project management and staffing. Among other sub-criteria, the criteria will assess the description of all collaborations, partnerships, and MOUs or other third-party agreements with organizations and stakeholders. This will apply to all. Next slide, please.

Please pay similar attention to performance measurement, CQI and evaluation criteria, which has several sub-criteria, as well as the budget and budget justification. I would like to draw your additional attention to the Bonus Points Section. Under Bonus Points, this is not subject to peer review, it also only applies to previous HMRF grantees awarded under the 2015-2019 cohort. Eligibility will be assessed post review by OFA under the criteria listed. The first set of sub-criteria Section one through four will apply to all eligible former grantees. Only zero or three points will be awarded, no partial points. The set of sub-criteria five and six will only apply to eligible former grantees who conducted a successful impact evaluation or successfully participated in a federally led evaluation and were awarded the initial 3 points. Zero or two points will be awarded. No partial points. Next slide.

We've made it towards the end. I would like, on this page, I'd like to draw your attention to final sections, also the appendices or appendix for the FOA for any additional resources and tools that may be of interest. As noted, several times in this presentation, as well as also on this page, you'll see the link to the HMRF Grant Resources, that info webpage which is the page you went to register for this webinar. Will have additional information posted. Please also see the contact information listed on this slide.

I am Meghan Heffron. This is my email. I am the official point of contact for the programmatic areas of this funding opportunity announcement. Also, Bridget Shea Westfall is listed. She is the representative from the Office of Grants Management. You may email us if you have any additional questions. Moving on to the next slide. Thank you.

All right. Thanks so much, Meghan. Thanks so much, Robin. Thank you for all of your attendance and attention during this webinar. I know it's 105 minutes of information. We really think, though, that it's critical that you have had this information. As Robin stated, please read the entire funding opportunity announcement from the beginning to the end. We look forward to receiving all of your applications. Most of all, we look forward to working with you so that together we will work to support the youth of today to build the stronger families of tomorrow. That's it. Have a wonderful afternoon.