

ATTACHMENT C

SAMPLE APPLICATION NARRATIVE

Application Narrative

Applicant must complete and submit responses to all evaluation items in the questions as instructed below. The individual responses must not exceed the word limits set by SM Apply for each question. When describing planned activities, Applicant should use definitive verbs in their Application narrative to describe what Applicant “will” do rather than aspirational verbs such as “hopes”, “expects”, “intends”, “plans”, or similar verbs that do not express a firm commitment to undertake a specific action – proposals should describe the work that will take place if the proposal is funded. Applicants may reference credible sources to support evaluation responses, including but not limited to data sources provided on the YDD website:

<https://www.oregon.gov/youthdevelopmentdivision/dataresearchinformation/Pages/Youth-Data-Resources.aspx>

Evaluation Item 1: Project Operations (400-word limit, 10 points)

Applicant must describe their capacity to implement the Project, including experience and effectiveness in serving the proposed youth population(s); how Applicant is well positioned to carry out proposed activities for the Youth in their community and/or Service Area; and organizational and staff capacity to collect, manage, and report complex and sensitive data related to the Project deliverables.

Evaluation Item 2: Project Youth Population in Service Area (600-word limit, 30 points)

Item 2.1 Describe the Youth population to be served through your proposed Project. Include demographics, age range, and high or extreme risk factors Youth face making them likely Victims of violent crime (e.g. assault, stabbing, shooting). Include how Youth will be identified for services and any other information to describe the population served (See Section 2.3.2. Goals).

Item 2.2 Identify where Project services will take place (e.g. neighborhood, zip code, census tract, school district, etc.) and describe the Community Violence taking place in the proposed Service area. Provide evidence of gun violence and/or violent crime, victimization, and the impact Community Violence is having on Youth, families, and the overall community.

Evaluation Item 3: Project Services and Activities (800-word limit, 40 points)

Item 3.1 With attention to the violence reduction and interruption strategies described in Section 2.4 Scope of Activities, describe the services and activities your Project will provide. Identify any partners if partnering or subcontracting for any services.

Item 3.2 Explain how services and activities address the needs, challenges, and risk factors of the population served.

Item 3.3 Describe the model or framework your Project services or activities are based on and the expected results or outcomes for the Youth being served by your Project.

Evaluation Item 4: Project Equity and Access (400-word limit, 20 points)

Item 4.1 Describe the policies, practices, and training your organization has implemented to ensure safe, affirming, culturally responsive, and inclusive spaces for Youth, families, and staff.

Item 4.2 Describe how leadership and direct service staff expertise, experience, and training are responsive to the needs of the Youth population being served.

Item 4.3 What role do Youth, families, and the community play in the design, decision-making, implementation, and evaluation of Project services and impact?