



March 23, 2007

TO: APPLICANTS FOR CORE COMMUNITY-BASED YOUTH SERVICES  
FROM: Dennis Gober, Director of Community-Based Youth Services Division  
SUBJECT: FY 2008 CONTRACT INFORMATION/APPLICATION PACKET

Attached is a Contract Application Packet to be used by the Office of Juvenile Affairs when considering applications for funding for statewide Community-Based Youth Services/Shelter Programs for fiscal Year 2008. To be eligible for funds an agency must be an Office of Juvenile Affairs "Designated Youth Service Agency". Services to be purchased with those funds must include but shall not necessarily be limited to those described in O.S. 10-7302-3.3

Any increases for the FY 2008 are subject to review and approval and will be contingent upon the final legislative appropriation amount. Please refer to the Attachments B-1 and B-2, Allocation for Funding by Catchment Area of the Application Packet for the funding limits.

There is a mandatory meeting for all Applicants on April 12, 2007 at 10:00 AM at the Oklahoma Association of Youth Services Office located at 201 NE 50<sup>th</sup> Street, Oklahoma City, OK to discuss questions Applicants may have on the RFA. Only Applicants who attend this meeting will be eligible for consideration of their Application.

There will be non-mandatory meetings for Applicants to receive technical assistance on the Budget Forms at the OJA computer lab located at the OJA Employee Development Center, 310 12<sup>th</sup> Avenue NE, Norman, OK. Dates and times for the meetings are as follows:

April 09, 2007 10:30am – 2:00pm Central Cluster  
April 11, 2007 10:30am – 2:00pm Southeast Cluster  
April 13, 2007 10:30am – 2:00pm Southwest Cluster  
April 16, 2007 10:30am – 2:00pm Northeast Cluster  
April 18, 2007 10:30am – 2:00pm Northwest Cluster

Applicants unable to attend their scheduled meeting time may attend a different meeting, however seating is limited.

There may be additional non-mandatory meetings during the RFA process if necessary, that will be announced on the OJA website.

Please read all instructions carefully. Criteria for selection are specific and require complete and responsive answers. Application due date and requests for additional information must be timely. Any questions or requests for clarification of this solicitation should be directed to the OJA Contracts and Procurement Unit prior to the Application deadline.

Sincerely,

Dennis Gober, Director  
Community Based Youth Services Division