

U.S. Department of Justice
Office of Justice Programs
Bureau of Justice Assistance



State and Local Anti-Terrorism Training (SLATT) Program Training and Technical Assistance

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Grants.gov Deadline:	June 10, 2022 8:59 PM
Application JustGrants Deadline:	June 16, 2022 8:59 PM

Overview

The [U.S. Department of Justice](#) (DOJ), [Office of Justice Programs](#) (OJP), [Bureau of Justice Assistance](#) (BJA) seeks applications for funding an organization(s) to provide critical and innovative training and technical assistance (TTA) services to law enforcement officers who face the challenges presented by the international and domestic terrorism threat. This program furthers the DOJ's mission by preventing, disrupting, and defeating terrorist operations before they occur by integrating intelligence and law enforcement efforts to achieve a coordinated response to terrorist threats.

This solicitation incorporates the [OJP Grant Application Resource Guide](#) by reference. The OJP Grant Application Resource Guide provides guidance to applicants to prepare and submit applications to OJP for funding. **If this solicitation expressly modifies any provision in the OJP Grant Application Resource Guide, the applicant is to follow the guidelines in this solicitation as to that provision.**

Solicitation Categories

This solicitation does not include Solicitation Categories.

Eligible Applicants:

For profit organizations other than small businesses, Native American tribal governments (Federally recognized), Native American tribal organizations (other than Federally recognized tribal governments), Nonprofits having a 501(c)(3) status with the IRS, other than institutions of higher education, Nonprofits that do not have a 501(c)(3) status with the IRS, other than institutions of higher education, Private institutions of higher education, Other

Other

To advance Executive Order 13929 Safe Policing for Safe Communities, the Attorney General determined that all state, local, and university or college law enforcement agencies must be certified by an approved independent credentialing body or have started the certification process to be eligible for FY 2022 DOJ discretionary grant funding. To become certified, the law enforcement agency must meet two mandatory conditions: (1) the agency's use-of-force policies adhere to all applicable federal, state, and local laws and (2) the agency's use-of-force policies prohibit chokeholds except in situations where use of deadly force is allowed by law. The certification requirement also applies to law enforcement agencies receiving DOJ discretionary grant funding through a subaward. For detailed information on this certification requirement, please visit <https://cops.usdoj.gov/SafePolicingEO> to access the Standards for Certification on Safe Policing for Safe Communities, the Implementation Fact Sheet, and the List of Designated Independent Credentialing Bodies.

All recipients and subrecipients (including any for-profit organization) must forgo any profit or management fee.

BJA will consider applications under which two or more entities would carry out the federal award; however, only one entity may be the applicant. Any others must be proposed as subrecipients (subgrantees). For additional information on subawards, see the [OJP Grant Application Resource Guide](#).

BJA may elect to fund applications submitted under this FY 2021 solicitation in future fiscal years, dependent on, among other considerations, the merit of the applications and on the availability of appropriations.

Contact Information

For technical assistance with submitting the Application for Federal Assistance standard form (SF)-424 and a Disclosure of Lobbying Activities form (SF-LLL) in Grants.gov, contact the Grants.gov Customer Support Hotline at 800-518-4726, 606-545-5035, [Grants.gov Customer Support](#), or support@grants.gov. The Grants.gov Support Hotline operates 24 hours a day, 7 days a week, except on federal holidays.

For technical assistance with submitting the **full application** in DOJ's Justice Grants System (JustGrants), contact the JustGrants Service Desk at 833-872-5175 or JustGrants.Support@usdoj.gov. The JustGrants Service Desk operates 5 a.m. to 9 p.m. eastern time Monday–Friday and 9 a.m. to 5 p.m. Saturday, Sunday, and federal holidays.

For assistance with any other requirements of this solicitation, contact the OJP Response Center by telephone at 800-851-3420 or TTY: 301-240-6310 (hearing impaired only), or by email at grants@ncirs.gov. The OJP Response Center hours of operation are 10:00 a.m. to 6:00 p.m., eastern time Monday–Friday, and 10:00 a.m. to 8:00 p.m. on the solicitation closing date.

Submission Information

Applications will be submitted to DOJ in two steps:

Step 1: The applicant must submit by the Grants.gov deadline the required Application for Federal Assistance standard form (SF)-424 and a Disclosure of Lobbying Activities (SF-LLL) form when they register in Grants.gov at <https://www.grants.gov/web/grants/register.html>. To register in Grants.gov, the applicant will need to ensure that its System for Award Management (SAM) registration is current.

Step 2: The applicant must then submit the **full application**, including attachments, in JustGrants at [JustGrants.usdoj.gov](https://www.justgrants.usdoj.gov). To be considered timely, the full application must be submitted in JustGrants by the JustGrants application deadline. OJP encourages applicants to review the “How to Apply” section in the [OJP Grant Application Resource Guide](#) and the [JustGrants website](#) for more information, resources, and training.

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Program Description

Overview

OJP is committed to advancing work that promotes civil rights and racial equity, increases access to justice, supports crime victims and individuals impacted by the justice system, strengthens community safety and protects the public from crime and evolving threats, and builds trust between law enforcement and the community. BJA will continue to support the delivery of training, technical assistance, and related services to state, local, and tribal law enforcement to detect, investigate, and interdict international and domestic terrorism. The purpose of this solicitation is to select an organization (s) to provide critical and innovative training and technical assistance (TTA) services to law enforcement officers who face the challenges presented by the criminal domestic terrorism threat.

Statutory Authority

Pub. L. No. 90-351, Title I, Sec. 506(a)(2) (codified at 34 U.S.C. 10157(a)(2))

Specific Information

BJA's SLATT TTA Program is a key resource in providing specialized, domestic terrorism orientation, interdiction, investigation, and prevention TTA to state, local, and tribal law enforcement, analytical personnel, training directors, and prosecutors to assist them in preventing, identifying, and investigating international and criminal domestic terrorism. This is accomplished, while emphasizing the protection of individual privacy, civil rights, and civil liberties, by improving the nation's intelligence capabilities. For purposes of this solicitation, the intended audience for all deliverables are those listed above.

Funding under the SLATT TTA Program will continue to deliver TTA and resources with a focus on developing innovative, relevant, and forward-looking TTA and resources to ensure that the program is addressing the needs of the law enforcement field regarding domestic terrorism prevention, identification, and investigation.

Goals, Objectives, Deliverables, and Timeline

Goal

The SLATT TTA Program's goal is to provide TTA to criminal justice agencies in an effort to prevent terrorism, both international and domestic, and targeted violence, and promote the nation's security consistent with the rule of law.

Objectives

The following are the objectives for the SLATT TTA Program:

- Increase the knowledge and capacity of local, state, and tribal criminal justice practitioners to detect, investigate, and interdict international and domestic terrorist acts through training.
- Increase the ability and capacity of criminal justice practitioners to solve problems and improve policies/practices related to terrorism through short-term and comprehensive technical assistance.
- Increase the volume of information provided to BJA and the criminal justice community.

- Develop training and technical resources for law enforcement to work together with their community partners to serve as the frontline of defense to address international and domestic terrorism and targeted violence within the framework of the Constitution.

Deliverables

The awarded TTA provider for the SLATT TTA Program will be required to provide, **at a minimum**, the following deliverables.

NOTE: The applicant should, in its application, propose additional topics/subjects/issues to be addressed under each required deliverable, based on the applicant's expertise in the international and domestic anti-terrorism, targeted violence, and law enforcement fields. BJA also encourages applicants to propose additional deliverables based on its expertise in the field. Applicants should expect that the TTA and resources developed may be at the classification of "law enforcement-sensitive" level or below.

- Develop and deliver current online training that can be customized, as needed, on domestic terrorism detection, prevention, and interdiction for state, local, tribal, and territorial law enforcement.
 - Trainings must be actual curricula that can be used by any instructor (to include instructor notes/manual) and not be based on subject matter expert presentations limited to delivery only by those experts.
 - The suite of trainings should be able to accommodate a large number of sworn law enforcement officers per training event.
The online trainings can be live, self-paced, or a combination of the two, based on the type of training

- and the agency hosting the training.
 - Includes a multiday investigative/intelligence workshop that focuses on innovative investigative techniques, de-anonymizing the “dark web,” internet and social media influence, trends among tools being used to plan and execute an attack, etc.
- Develop and present podcasts and webinars through a robust distance-learning, restricted-access online portal providing instruction on topics such as international and/or domestic terrorist groups, precursor behaviors, disruption and prevention strategies, officer safety concerns and strategies, and partnership and relationship building with the community and relevant stakeholders. TTA applicants should propose additional topics within the application.
- Provide customized technical assistance to agencies and jurisdictions wishing to implement in-house domestic anti-terrorism training, to include training curricula and materials those agencies and jurisdictions can use for in-house training, as well as technical assistance to agencies requesting subject matter expertise to address an identified concern.
- Create a small advisory board, in conjunction with BJA, to advise and assist the TTA provider in identifying needs and gaps within the trainings and resources, guiding what should be included in those items, and reviewing the created products before they are finalized. The board should also observe trainings made available for the program. BJA strongly encourages applicants to propose board members in their applications.
- Conduct evaluations of all TTA prior to delivery (pre-tests) and immediately following delivery (post-tests), as well as 90 days after delivery of the TTA. Analysis of these evaluations should be conducted to determine the TTA’s impact and its accomplishments. Major findings from the evaluation analysis and reports should be discussed with BJA and should inform the program of any needed modifications. NOTE: In the current environment, these technical assistance requests would be addressed remotely, and if an onsite evaluation is needed, it must be mission critical, as defined by and approved by OJP and BJA in writing.
- Develop and disseminate terrorism awareness and prevention publications, including pocket guides, briefs, and special-attention awareness bulletins. These items (concepts and topics) must be approved by BJA prior to development. TTA provider applicants should list, within the application, the timely topics proposed to be covered.
- Develop, host, and maintain an up-to-date website for the SLATT TTA Program that includes both a public and a restricted-access site. The restricted-access site should house the robust distance-learning portal. The TTA provider will ensure that the website meets all necessary parameters to allow it to be migrated to BJA or another entity per BJA’s instructions, should this become necessary. In addition, the selected provider will provide law enforcement with a methodology to also access the secure site through law enforcement sites such as the FBI Law Enforcement Enterprise Portal (LEEP) and the OJP-funded Regional Information Sharing Systems (RISS).
- The TTA provider will also ensure that all content within the website is 508 compliant.

Additionally, the provider will provide content for use on BJA’s National Training and Technical Assistance Center’s (NTTAC’s) website. See <https://bjatta.bja.ojp.gov/> for existing program page examples on NTTAC’s site.

- Provide monthly written updates to BJA with the following information, in addition to the required performance measures. At a minimum:
 - Number of trainings held
 - Number of law enforcement officers trained
 - Number, type, and names of law enforcement agencies represented in the trainings
 - Number of future trainings scheduled and their hosts (once approved by BJA)
 - Number of pending requests for trainings by training type and requesting agency name
 - Website data related to online training activity
 - Quotes and testimonials culled from class evaluations and 90-day surveys
 - List of completed trainings with date, location, type of training, and number of attendees
 - List of newly released resources
- Provide any additional ad hoc tasks/deliverables requested or deemed necessary by BJA to address topics related to anti-terrorism detection and prevention by law enforcement. The awardee may set aside a conservative funding amount to be used for these activities or may be required to coordinate with BJA and receive approval to re-allocate funding. The TTA provider will work closely with BJA to identify and receive approval on all deliverables, including TTA site selections.

Additionally, the TTA provider must:

1. Have the capacity and resources to deliver and perform at a national level. This includes having capabilities and experience in planning (event logistics) and delivering TTA throughout the nation. The TTA provider should, within the application, factor in an approximate 120-day pre-approval time period for training delivery; the approval request should be submitted 120 days prior to the proposed training delivery date.
2. Provide, within the application, the proposed number of each deliverable that the TTA provider will be able to deliver during the project period.
3. Have a cadre of subject matter experts on hand for the development and delivery of TTA. These experts must be identified within the application and their résumés included.
4. Allocate funding to allow for curriculum development/review meetings and to allow advisory board members to attend trainings for the purpose of assessing training effectiveness and relevance.
5. All deliverables, as appropriate, must meet with Americans with Disabilities Act regulations.

The Goals, Objectives, and Deliverables are directly related to the performance measures that show the completed work's results, as discussed in the "Application and Submission Information" section.

Evidence-Based Programs or Practices

OJP strongly encourages the use of data and evidence in policymaking and program development for criminal justice, juvenile justice, and crime victim services. For additional information and resources on evidence-based programs or practices, see the [OJP Grant Application Resource Guide](#).

Information Regarding Potential Evaluation of Programs and Activities

OJP may conduct or support an evaluation of the programs and activities funded under this solicitation. For additional information, see the [OJP Grant Application Resource Guide](#) section entitled "Information Regarding Potential Evaluation of Programs and Activities."

Federal Award Information

Solicitation Categories

This solicitation does not include Solicitation Categories.

Awards, Amounts and Durations

Anticipated Number of Awards

1

Anticipated Maximum Dollar Amount of Awards

\$2,000,000.00

Period of Performance Start Date

10/1/22 12:00 AM

Period of Performance Duration (Months)

18

Anticipated Total Amount to be Awarded Under Solicitation

\$2,500,000.00

Continuation Funding Intent

BJA may, in certain cases, provide additional funding in future years to awards made under this solicitation through continuation awards. OJP will consider, among other factors, OJP's strategic priorities, a recipient's overall management of the award, and the award-funded work's progress, when making continuation award decisions.

Availability of Funds

This solicitation, and awards (if any are made) under this solicitation, are subject to the availability of appropriated funds and to any modifications or additional requirements that may be imposed by the agency or by law. In addition, nothing in this solicitation is intended to, and does not, create any right or benefit, substantive or procedural, enforceable at law or in equity by any party against the United States, its departments, agencies, or entities, its officers, employees, or agents, or any other person.

Types of Awards

BJA expects to make awards under this solicitation as cooperative agreements, which provide for OJP to have substantial involvement in carrying out award activities. See the “Administrative, National Policy, and Other Legal Requirements” section of the [OJP Grant Application Resource Guide for additional information](#).

Financial Management and System of Internal Controls

Award recipients and subrecipients (including recipients or subrecipients that are pass-through entities) must, as described in the Part 200 Uniform Requirements as set out at 2 C.F.R. 200.303, comply with standards for financial and program management. See the [OJP Grant Application Resource Guide](#) for additional information.

Budget Information

Digital Trust

Technological devices, artificial intelligence, predictive analytics, and other data-driven solutions (“Technological Enhancements”) are increasingly used to augment crime reduction strategies and efforts. Care must be taken to assess and address any potential harm that could be activated by these solutions to ensure privacy, civil rights, and civil liberties are protected. Applicants proposing to utilize grant funds to support technological enhancements directly or via training and technical assistance may receive priority consideration if their proposal addresses the tenants of digital trust such as:

- How the technology will be carefully implemented through training of personnel and the setting and enforcement of policies governing its use to ensure that it contributes to positive outcomes for public safety, the community and/or the criminal justice system.
- How the applicant will safeguard privacy, civil rights, and civil liberties throughout the duration of the project period.

Unmanned Aircraft Systems

The use of BJA grant funds for unmanned aircraft systems (UAS), including unmanned aircraft vehicles (UAV), and all accompanying accessories to support UAS or UAV, is unallowable.

Cost Sharing or Matching Requirement

This solicitation does not require a match.

Pre-agreement Costs (also known as Pre-award Costs)

See the [OJP Grant Application Resource Guide](#) information on Pre-agreement Costs (also known as Pre-award Costs).

Limitation on Use of Award Funds for Employee Compensation: Waiver

See the [OJP Grant Application Resource Guide](#) information on the Limitation on Use of Award Funds for Employee Compensation; Waiver.

Prior Approval, Planning, and Reporting of Conference/Meeting/Training Costs

See the [OJP Grant Application Resource Guide](#) for information on Prior Approval, Planning, and Reporting of Conference/Meeting/Training Costs.

Costs Associated with Language Assistance (if applicable)

See the [OJP Grant Application Resource Guide](#) for information on Costs Associated with Language Assistance.

Eligibility Information

For eligibility information, see the solicitation cover page.

For information on cost sharing or match requirements, see the “Federal Award Information” section.

Application and Submission Information

The following application elements **must** be included in the application to meet the basic minimum requirements to advance to peer review and receive consideration for funding:

- Proposal Abstract
- Proposal Narrative
- Budget Worksheet and Budget Narrative (Web-based Form) (The web-based form includes the budget details and the budget narrative.)

See the “Application Elements and Formatting Instructions” section of the [OJP Grant Application Resource Guide](#) for information on what happens to an application that does not contain all the specified elements or is nonresponsive to the scope of the solicitation.

Information to Complete the Application for Federal Assistance (SF-424)

The SF-424 must be submitted in Grants.gov. It is a required standard form used as a cover sheet for submission of pre-applications, applications, and related information. See the [OJP Grant Application Resource Guide](#) for additional information on completing the SF-424.

In Section 8F of the SF-424, please include the name and contact information of the individual **who will complete the application in JustGrants**. JustGrants will use this information (*email address*) to assign the application to this user in JustGrants.

Intergovernmental Review: This solicitation (“funding opportunity”) **is not** subject to [Executive Order \(E.O.\) 12372](#). (In completing the SF-424, an applicant is to answer question 19 by selecting “Program is not covered by E.O. 12372.”)

Standard Applicant Information (JustGrants 424 and General Agency Information)

The Standard Applicant Information section of the JustGrants application is pre-populated with the SF-424 data submitted in Grants.gov. The applicant will need to review the Standard Applicant Information in JustGrants and make edits as needed. Within this section, the applicant will need to: add zip codes for areas affected by the project; confirm its Authorized Representative; and verify and confirm the organization’s unique entity identifier, legal name, and address.

Proposal Abstract

A proposal abstract (no more than 400 words) summarizing the proposed project, including the purpose of the project, primary activities, expected outcomes, the service area, intended beneficiaries and subrecipients (if known), will be completed in the JustGrants web-based form. This abstract should be written in the third person and will be made publicly available on the OJP website if the project is awarded. Proposal abstracts should be:

- Written for a general public audience.
- Submitted as a separate attachment with “Proposal Abstract” as part of its file name.
- Single-spaced, using a standard 12-point Times New Roman font with 1-inch margins.

Proposal Narrative

The proposal narrative should be submitted as an attachment in JustGrants. The attached document should be double-spaced, using a standard 12-point font; have no less than 1-inch margins; and should not exceed 10 pages. Pages should be numbered and submitted as an attachment. If the proposal narrative fails to comply with these length restrictions, BJA may consider such noncompliance in peer review and in final award decision. The following sections must be included as part of the proposal narrative:

a. Description of the Issue

Describe and demonstrate extensive knowledge and understanding of the nature of and need for the SLATT TTA Program.

b. Project Design and Implementation

Describe how the project will address the description listed under the “Program Description – Specific Information” section. The project must demonstrate relevance, innovativeness, and timeliness in addressing not only the topics and needs of the field regarding anti-terrorism but must also demonstrate innovative delivery mechanisms and products. Clearly provide the design and proposed implementation that will result in the required deliverables. The applicant must tie project activities/deliverables to the goals and objectives in the program design. In addition, the required project timeline should clearly identify each project activity (all required deliverables must be included), expected completion date, and the responsible person or organization. Applicants may choose to include other items/deliverables in addition to the ones listed in this announcement and should provide detailed information on those items as well.

c. Capabilities and Competencies

Fully describe the applicant’s experience in providing national TTA and substantial knowledge and experience in the anti-terrorism field. The applicant must also describe its capabilities to implement the project and the competencies of the staff assigned to the project. Résumés for key personnel (to include subject matter experts) and a project timeline must be included in the application package. Subject matter expertise must be clearly demonstrated and will be closely reviewed. The applicant must also provide evidence of extensive experience in successfully providing TTA in the area of criminal terrorism. Provide information that illustrates the ability to manage complex national-in-scope activities effectively.

d. Plan for Collecting the Data Required for this Solicitation’s Performance Measures

Note: Applicants are **not** required to submit performance data with the application. Rather, performance measure information is included as an alert that successful applicants will be required to submit performance data as part of each award’s reporting requirements. Instead, applicants should discuss in their applications their proposed methods for collecting data for performance measures. Refer to the section “What an Application Should Include” for additional information. Applicants should explain how the program’s effectiveness will be demonstrated.

OJP will require each successful applicant to submit regular performance data that show the completed work’s results. The performance data directly relate to the goals, objectives, and deliverables identified in the “Goals, Objectives, and Deliverables” discussion. Applicants can visit OJP’s performance measurement page at www.ojp.gov/performance for an overview of performance measurement activities at OJP.

A list of performance measure questions for this program can be found at [Training and Technical Assistance \(TTA\) Reporting Portal TTA and Deliverable Performance Metrics Extract from Data Dictionary \(ojp.gov\)](#).

BJA will require award recipients to submit performance measure data in the TTA Reporting Portal and separately submit a semi-annual performance report in JustGrants. BJA will provide further guidance on the post-award submission process, if selected for award.

Note on Project Evaluations

An applicant that proposes to use award funds through this solicitation to conduct project evaluations must follow the guidance in the “Note on Project Evaluations” section in the [OJP Grant Application Resource Guide](#).

Goals, Objectives, Deliverables, and Timeline

The applicant will submit the SLATT Program’s goals, objectives, and deliverables in the JustGrants web-based form.

Budget and Associated Documentation

Budget Worksheet and Budget Narrative (Web-based Form)

The applicant will complete the JustGrants web-based budget form. See the [OJP Grant Application Resource Guide](#) for additional information.

Indirect Cost Rate Agreement (if applicable)

The applicant will submit its indirect cost rate agreement by uploading it as an attachment in JustGrants. See the [OJP Grant Application Resource Guide](#) for additional information.

Financial Management Questionnaire (including applicant disclosure of high-risk status)

The applicant will download the questionnaire, complete it, and submit it by uploading it as an attachment in JustGrants. See the [OJP Grant Application Resource Guide](#) for the link to the questionnaire and additional information.

Disclosure of Process Related to Executive Compensation

This solicitation expressly modifies the OJP Grant Application Resource Guide by not incorporating its “Disclosure of Process Related to Executive Compensation” provisions. Applicants to this solicitation are not required to provide this disclosure.

Additional Application Components

Applicants will attach the additional requested documentation in JustGrants.

Curriculum Vitae or Resumes

Applicants may combine position descriptions and résumés into a single document. Applicants will submit the résumés by uploading the document as an attachment in JustGrants.

Tribal Authorizing Resolution

An application in response to this solicitation may require inclusion of tribal authorizing documentation as an attachment. If applicable, the applicant will submit the tribal authorizing documentation by uploading it as an attachment in JustGrants. See the [OJP Grant Application Resource Guide](#) for information on tribal authorizing resolutions.

Timeline Form

Provide a timeline indicating roughly when key activities or program milestones are to be accomplished as described under “Project Design and Implementation.” Applicants will submit the timeline by uploading the document as an attachment in JustGrants.

Letters of Support

Include letters of support from relevant project partners (if applicable).

Research and Evaluation Independence and Integrity Statement

If an application proposes research (including research and development) and/or evaluation, the applicant must demonstrate research/evaluation independence and integrity, including appropriate safeguards, before it may receive award funds. The applicant will submit documentation of its research and evaluation independence and integrity by uploading it as an attachment in JustGrants. For additional information, see the [OJP Grant Application Resource Guide](#).

Work Product Examples

Attach examples of relevant products the organization has produced that demonstrate understanding of this program’s deliverables, exemplify high quality product, and show the ability to communicate effectively with stakeholders (e.g., a fact sheet, research brief, link to archived webinar, technical assistance final report with recommendations, infographics, etc.). Applicants will submit the examples by uploading the document as an attachment in JustGrants.

Disclosures and Assurances

The applicant will address the following disclosures and assurances.

Disclosure of Lobbying Activities

Complete and submit the SF-LLL in Grants.gov. See the [OJP Grant Application Resource Guide](#) for additional information.

DOJ Certified Standard Assurances

Review and accept the DOJ Certified Standard Assurances in JustGrants. See the [OJP Grant Application Resource Guide](#) for additional information.

Applicant Disclosure of Duplication in Cost Items

Complete the JustGrants web-based Applicant Disclosure of Duplication in Cost Items form. See the [OJP Grant Application Resource Guide](#) for additional information.

DOJ Certifications Regarding Lobbying; Debarment, Suspension and Other Responsibility Matters; and Drug-Free Workplace Requirements

Review and accept the DOJ Certified Certifications Regarding Lobbying; Debarment, Suspension and Other Responsibility Matters; Drug-Free Workplace Requirements; Law Enforcement and Community Policing in JustGrants. See the [OJP Grant Application Resource Guide](#) for additional information.

Applicant Disclosure and Justification – DOJ High Risk Grantees (if applicable)

If applicable, submit the DOJ High Risk Disclosure and Justification as an attachment in JustGrants. A DOJ High Risk Grantee is an award recipient that has received a DOJ High Risk designation based on a documented history of unsatisfactory performance, financial instability, management system or other internal control deficiencies, or noncompliance with award terms and conditions on prior awards, or is otherwise not responsible. See the [OJP Grant Application Resource Guide](#) for additional information.

How to Apply

Step 1: The applicant must submit the **SF-424** and **SF-LLL** in Grants.gov at <https://www.grants.gov/web/grants/register.html>.

Step 2: The applicant must then submit the **full application**, including attachments, in JustGrants in [JustGrants.usdoj.gov](https://www.justgrants.usdoj.gov).

For additional information, see the “How to Apply” section in the [OJP Grant Application Resource Guide](#) and the [DOJ Application Submission Checklist](#).

Submission Dates and Time

The **SF-424** and the **SF-LLL** must be submitted in Grants.gov by 8:59 PM ET June 10, 2022.

The **full application** must be submitted in JustGrants by 8:59 PM ET June 16, 2022.

OJP urges applicants to submit their Grants.gov and JustGrants submissions prior to the due dates to allow sufficient time to correct errors and resubmit by the submission deadlines if a rejection notification is received. To be considered timely, the **full application** must be submitted in JustGrants by the JustGrants application deadline.

Experiencing Unforeseen Technical Issues

An applicant that experiences unforeseen SAM.gov, Grants.gov, or JustGrants technical issues beyond its control that prevent application submission by the deadline must demonstrate all efforts in requesting technical support in order to submit an application by the deadline. Technical support is available via phone and email to the applicable SAM.gov, Grants.gov, or JustGrants support centers or service desks in which an applicant received a ticket number for resolution. If an applicant misses a deadline due to unforeseen technical difficulties, the applicant may request a waiver to submit an application after the deadline. *Note: If an applicant does not submit all the required Grants.gov forms by the Grants.gov deadline, the applicant will not be able to proceed to the JustGrants portion of the application process.*

An applicant experiencing technical difficulties with the following systems must contact the associated support desk indicated below to report the technical issue and receive a tracking number:

- Grants.gov — Contact the [Grants.gov Customer Support Hotline](#).
- SAM.gov — Contact the [SAM Help Desk \(Federal Service Desk\)](#).
- JustGrants — Contact the JustGrants Support Desk at JustGrants.Support@usdoj.gov or 833-872-5175.

An applicant requesting a waiver to submit a late application must document their request for technical assistance in an email to the OJP Response Center at grants@ncjrs.gov **within 24 hours after the application deadline** to request approval to submit its application after the deadline. If an applicant has technical issues with Grants.gov, the applicant must contact the OJP Response Center within 24 hours of the Grants.gov deadline to request approval to submit after the deadline. However, waiver requests will not be reviewed until after the JustGrants deadline to allow time for all waivers to be submitted. Waiver requests to submit after the submission deadline must:

- Describe the technical difficulties experienced.
- Include a timeline of the applicant's submission efforts (e.g., what date and time did the error occur, what date and time was action taken to resolve the issue and resubmit; and what date and time did support representatives respond).
- Include an attachment(s) of the complete grant application and all required documentation and material.
- Include the applicant's Unique Entity Identifier (UEI), and any applicable SAM.gov tracking number(s), Grants.gov Help Desk, and JustGrants Support Desk Ticket Numbers.

OJP will review each request for late submission and required supporting documentation and notify the applicant whether the request has been approved or denied. For more details on the waiver process, OJP encourages applicants to review the “Experiencing Unforeseen Technical Issues” section in the [OJP Grant Application Resource Guide](#).

Application Review Information

Review Criteria

a. Merit Review Criteria

Applications that meet the basic minimum requirements will be evaluated by peer reviewers on how the proposed project/program addresses the following criteria:

1. Statement of the Problem/Description of the Issue (10 percent) — Evaluate the applicant's understanding of the program/issue to be addressed.
2. Project Design and Implementation (35 percent) — Evaluate the adequacy of the proposal, including the goals, objectives, timelines, milestones, and deliverables.
3. Capabilities and Competencies (35 percent) — Evaluate the administrative and technical capacity of the applicant to successfully accomplish the goals and objectives.
4. Plan for Collecting the Data Required for this Solicitation's Performance Measures (10 percent) — Evaluate the applicant's understanding of the performance data reporting requirements and the plan for collecting the required data.
5. Budget (10 percent) — Evaluate for completeness, cost effectiveness, and allowability (e.g., reasonable, allocable, and necessary for project activities).

b. Other Review Criteria/Factors

Other important considerations for BJA include geographic diversity, available funding, past performance, and the extent to which the budget worksheet and budget narrative (web-based form) accurately explain project costs that are reasonable, necessary, and otherwise allowable under federal law and applicable federal cost principles.

Review Process

Applications submitted under this solicitation that meet the basic minimum requirements will be evaluated for technical merit by a peer review panel(s) in accordance with OJP peer review policy and procedures using the review criteria listed above.

OJP screens applications to ensure they meet the basic minimum requirements prior to conducting the peer review. Although specific requirements may vary, the following are common requirements applicable to all OJP solicitations:

- The application must be submitted by an eligible type of applicant.
- The application must request funding within programmatic funding constraints (if applicable).
- The application must be responsive to the scope of the solicitation.
- The application must include all items necessary to meet the basic minimum requirements.

Pursuant to the Part 200 Uniform Requirements, before award decisions are made, OJP also reviews information related to the degree of risk posed by the applicant. Among other things to help assess whether an applicant with one or more prior federal awards has a satisfactory record with respect to performance, integrity, and business ethics, OJP checks whether the applicant is listed in SAM as excluded from receiving a federal award.

In addition, if OJP anticipates that an award will exceed \$250,000 in federal funds, OJP also must review and consider any information about the applicant that appears in the non-public segment of the integrity and performance system accessible through SAM (currently, the Federal Awardee Performance and Integrity Information System, FAPIIS).

Important note on FAPIIS: An applicant may review and comment on any information about itself that currently appears in FAPIIS and was entered by a federal awarding agency. OJP will consider such comments by the applicant, in addition to the other information in FAPIIS, in its assessment of the risk posed by the applicant.

Absent explicit statutory authorization or written delegation of authority to the contrary, all final award decisions will be made by the Assistant Attorney General, who may consider not only peer review ratings and BJA recommendations, but also other factors as indicated in this section.

Federal Award Administration Information

Federal Award Notices

See the [OJP Grant Application Resource Guide](#) for information on award notifications and instructions.

Administrative, National Policy, and Other Legal Requirements

If selected for funding, in addition to implementing the funded project consistent with the OJP-approved application, the recipient must comply with all award conditions and all applicable requirements of federal statutes and regulations, including the applicable requirements referred to in the assurances and certifications executed in connection with award acceptance. For additional information on these legal requirements, see the “Administrative, National Policy, and Other Legal Requirements” section in the [OJP Grant Application Resource Guide](#).

Information Technology (IT) Security Clauses

An application in response to this solicitation may require inclusion of information related to information technology security. See the [OJP Grant Application Resource Guide](#) for information on information technology security.

General Information about Post-Federal Award Reporting Requirements

In addition to the deliverables described in the “Program Description” section, all award recipients under this solicitation will be required to submit certain reports and data.

Required reports. Award recipients typically must submit quarterly financial reports, semi-annual performance reports, final financial and performance reports, and, if applicable, an annual audit report in accordance with the Part 200 Uniform Requirements or specific award conditions. Additionally, provide monthly written updates to BJA with the information listed under the “Deliverables” section, in addition to the required performance measures (see list above). Future awards and fund drawdowns may be withheld if reports are delinquent. (In appropriate cases, OJP may require additional reports.)

See the [OJP Grant Application Resource Guide](#) for additional information on specific post-award reporting requirements, including performance measure data.

Federal Awarding Agency Contact(s)

For OJP contact(s), see the solicitation cover page.

For contact information for Grants.gov, see the solicitation cover page.

For contact information for JustGrants, see the solicitation cover page.

Other Information

Freedom of Information and Privacy Act (5 U.S.C. 552 and 5 U.S.C. 552a)

See the [OJP Grant Application Resource Guide](#) for information on the Freedom of Information and Privacy Act (5 U.S.C. 552 and 5 U.S.C. 552a).

Provide Feedback to OJP

See the [OJP Grant Application Resource Guide](#) for information on how to provide feedback to OJP.

Performance Measures

Note: Applicants are **not** required to submit performance data with the application. Rather, performance measure information is included as an alert that successful applicants will be required to submit performance data as part of each award's reporting requirements. Instead, applicants should discuss in their applications their proposed methods for collecting data for performance measures. Refer to the section "What an Application Should Include" for additional information. Applicants should explain how the program's effectiveness will be demonstrated.

OJP will require each successful applicant to submit regular performance data that show the completed work's results. The performance data directly relate to the goals, objectives, and deliverables identified in the "Goals, Objectives, and Deliverables" discussion. Applicants can visit OJP's performance measurement page at www.ojp.gov/performance for an overview of performance measurement activities at OJP.

A list of performance measure questions for this program can be found at [Training and Technical Assistance \(TTA\) Reporting Portal TTA and Deliverable Performance Metrics Extract from Data Dictionary \(ojp.gov\)](#).

BJA will require award recipients to submit performance measure data in the TTA Reporting Portal and separately submit a semi-annual performance report in JustGrants. BJA will provide further guidance on the post-award submission process, if selected for award.

Application Checklist

State and Local Anti-Terrorism Training (SLATT) Program Training and Technical Assistance

This application checklist has been created as an aid in developing an application. The [DOJ Application Submission Checklist](#) is another resource.

What an Applicant Must Do:

Prior to registering in Grants.gov:

- Confirm your Entity's [System Award Management \(SAM\) Registration Information](#) (see [OJP Grant Application Resource Guide](#))

To register in Grants.gov:

- Acquire an Authorized Organization Representative (AOR) and a Grants.gov username and password (see [OJP Grant Application Resource Guide](#))
Acquire AOR confirmation from the E-Business Point of Contact (E-Biz POC) (see [OJP Grant Application](#))

[Resource Guide](#))

To find the funding opportunity:

- Search for the funding opportunity in Grants.gov using the opportunity number, Assistance Listing or keyword(s)
- Access the funding opportunity and application package (see Step 7 in the [OJP Grant Application Resource Guide](#))
- Sign up for Grants.gov email [notifications](#) (optional) (see [OJP Grant Application Resource Guide](#))
- Read [Important Notice: Applying for Grants in Grants.gov](#)
- Read OJP policy and guidance on conference approval, planning, and reporting

available at <https://www.ojp.gov/funding/financialguidedoj/iii-postaward-requirements#6g3y8> (see [OJP Grant Application Resource Guide](#))

Overview of Post-Award Legal Requirements:

- Review the [“Overview of Legal Requirements Generally Applicable to OJP Grants and Cooperative Agreements - FY 2022 Awards”](#) in the [OJP Funding Resource Center](#).

Review Scope Requirement:

- The federal amount requested is within the allowable limit(s) of \$2,000,000.

Review Eligibility Requirement:

- Nonprofits having a 501(c)(3) status with the IRS, other than institutions of higher education
- Nonprofits that do not have a 501(c)(3) status with the IRS, other than institutions of higher education
- Native American tribal organizations (other than federally recognized tribal governments)
- Native American tribal governments (federally recognized)
- Private institutions of higher education
- For-profit organizations other than small businesses

Prepare to submit the Application for Federal Assistance standard form (SF)-424 and Disclosure of Lobbying Activities form (SF-LLL)

- Review Information to complete the Application for Federal Assistance (SF-424) in Grants.gov
- Complete Standard Applicant Information (SF-424 information from Grants.gov)
- Submit the **SF-424** and **SF-LLL** in Grants.gov

After the SF-424 and SF-LLL submission in Grants.gov, receive Grants.gov email notifications that:

- Submission has been received in Grants.gov
- Submission has either been successfully validated or rejected with errors (see [OJP Grant Application Resource Guide](#))

If no Grants.gov receipt and validation, or if error notifications are received:

- Contact Grants.gov Customer Support Hotline at 800-518-4726, 606-545-5035, at [Grants.gov customer support](#) web page, or email at support@grants.gov regarding technical difficulties (see [OJP Grant Application Resource Guide](#))

Receive email notification to complete application in JustGrants

- Proceed to complete application in JustGrants

Content of Application Submission: Critical Application Elements

The following items are critical application elements required to pass the basic minimum requirements review. If OJP determines that an application does not include the following elements, it will neither proceed to peer review, nor receive further consideration.

- Proposal Abstract
- Proposal Narrative
- Budget Worksheet and Budget Narrative (web-based form)

Budget and Associated Documentation:

- Indirect Cost Rate Agreement (if applicable) (see [OJP Grant Application Resource Guide](#))
- Financial Management and System of Internal Controls Questionnaire
(see [OJP Grant Application Resource Guide](#))

Additional Application Components:

- Tribal Authorizing Resolution (if applicable) (see [OJP Grant Application Resource Guide](#))
- Research and Evaluation Independence and Integrity (see [OJP Grant Application Resource Guide](#))
- Timeline/Project Plan
- Résumés for Key Personnel
- Letters of Support (if applicable)
- Request and Justification for Employee Compensation; Waiver (if applicable)
(see [OJP Grant Application Resource Guide](#))
- Work Product Examples (see description in solicitation)

Disclosures and Assurances:

- [Disclosure of Lobbying Activities \(SF-LLL\)](#) (see [OJP Grant Application Resource Guide](#))
- Applicant Disclosure of Duplication in Cost Items (see [OJP Grant Application Resource Guide](#))
- DOJ Certified Standard Assurances (see [OJP Grant Application Resource Guide](#))
- DOJ Certifications Regarding Lobbying; Debarment, Suspension, and Other Responsibility Matters; and Drug-Free Workplace Requirements (see [OJP Grant Application Resource Guide](#))
- Applicant Disclosure and Justification – DOJ High Risk Grantees (if applicable) (see [OJP Grant Application](#))

[Resource Guide](#))

Submit application in JustGrants:

- Application has been successfully submitted in JustGrants

If no JustGrants application submission validation, or if error notifications are received:

- Contact the JustGrants Service Desk at 833-872-5175 or JustGrants.Support@usdoj.gov regarding technical difficulties.