

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



BJA FY22 Justice and Mental Health Collaboration Program

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Overview

The [U.S. Department of Justice](#) (DOJ), [Office of Justice Programs](#) (OJP), [Bureau of Justice Assistance](#) (BJA) is seeking applications for funding programs that support cross-system collaboration to improve public safety responses and outcomes for individuals with mental health disorders (MHDs) or co-occurring mental health and substance use disorders (MHSUDs) who come into contact with the justice system.

This solicitation incorporates the [OJP Grant Application Resource Guide](#) by reference. The OJP Grant Application Resource Guide provides guidance to applicants on how to prepare and submit applications for funding to OJP. **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:

City or township governments, County governments, Native American tribal governments (Federally recognized), Public and State controlled institutions of higher education, Special district governments, State governments, Other

Other

Agencies with a different legal status (e.g., nonprofit or for-profit mental health agencies) are eligible to apply only if they also have been designated as a state agency or unit of local government to provide services. Documentation to support this designation must be attached to the application. For purposes of this solicitation, "state" means any state of the United States, the District of Columbia, the Commonwealth of Puerto Rico, the Virgin Islands, Guam, American Samoa, and the Commonwealth of the Northern Mariana Islands. (See 34 U.S.C. 10251.)

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 2022 solicitation in future fiscal years, dependent on, among other considerations, the merit of the applications and 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 JustGrants.Support@usdoj.gov or at 833-872-5175. The JustGrants Service Desk operates 5 a.m. to 9 p.m. eastern time (ET) 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@ncjrs.gov. The OJP Response Center hours of operation are 10:00 a.m. to 6:00 p.m., ET Monday–Friday, and 10:00 a.m. to 8:00 p.m. on the solicitation close 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.

Contents

Contact Information	2
Program Description	5
Overview	5
Statutory Authority	5
Specific Information	5
Goals, Objectives, Deliverables, and Timeline	5
Goals:	5
Objectives :	5
Evidence-Based Programs or Practices	6
Information Regarding Potential Evaluation of Programs and Activities	6
OJP Priority Areas	6
Program-specific Priority Areas	7
Federal Award Information	7
Awards, Amounts and Durations	7
Continuation Funding Intent	7
Availability of Funds	7
Types of Awards	8
Financial Management and System of Internal Controls	8
Budget Information	8
Cost Sharing or Matching Requirement	8
Pre-agreement Costs (also known as Pre-award Costs)	9
Limitation on Use of Award Funds for Employee Compensation: Waiver	9
Prior Approval, Planning, and Reporting of Conference/Meeting/Training Costs	9
Costs Associated with Language Assistance (if applicable)	9
Eligibility Information	9
Application and Submission Information	9
Information to Complete the Application for Federal Assistance (SF-424)	9
Standard Applicant Information (JustGrants 424 and General Agency Information)	10
Proposal Abstract	10
Proposal Narrative	10
Goals, Objectives, Deliverables, and Timeline	11
Budget and Associated Documentation	11
Budget Worksheet and Budget Narrative (Web-based Form)	12
Indirect Cost Rate Agreement (if applicable)	12
Financial Management Questionnaire (including applicant disclosure of high-risk status)	12
Disclosure of Process Related to Executive Compensation	12
Memoranda of Understanding (MOUs) and Other Supportive Documents	12
Additional Application Components	12
Tribal Authorizing Resolution	12
Timeline Form	12
Research and Evaluation Independence and Integrity Statement	12
Disclosures and Assurances	13
Disclosure of Lobbying Activities	13
DOJ Certified Standard Assurances	13
Applicant Disclosure of Duplication in Cost Items	13
DOJ Certifications Regarding Lobbying; Debarment, Suspension and Other Responsibility Matters; and Drug-Free Workplace Requirements	13

Applicant Disclosure and Justification – DOJ High Risk Grantees (if applicable)	13
How to Apply	13
Submission Dates and Time	13
Application Review Information	14
Review Criteria	14
Review Process	14
Federal Award Administration Information	15
Federal Award Notices	15
Administrative, National Policy, and Other Legal Requirements	15
Information Technology (IT) Security Clauses	15
General Information about Post-Federal Award Reporting Requirements	15
Federal Awarding Agency Contact(s)	16
Other Information	16
Freedom of Information and Privacy Act (5 U.S.C. 552 and 5 U.S.C. 552a)	16
Provide Feedback to OJP	16
Performance Measures	16
Application Checklist	16

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. The Justice and Mental Health Collaboration Program (JMHCPC) supports cross-system collaboration to improve public safety responses and outcomes for individuals with mental health disorders (MHDs) or co-occurring mental health and substance use disorders (MHSUDs) who come into contact with the justice system. This program supports public safety efforts through partnerships with mental health, substance use, social services, and other organizations that will enhance responses to people with MHDs and MHSUDs.

The Bureau of Justice Assistance (BJA) will only accept applications that demonstrate the proposed project will be administered jointly by an agency with responsibility for criminal or juvenile justice activities and a mental health agency.

Statutory Authority

Pub. L. No. 90-351, Title I, Sec. 2991 (codified at 34 U.S.C. 10651); Additional authority for awards under this solicitation may be provided by a full-year appropriations act for FY 2022. As of the writing of this solicitation, the Department of Justice is operating under a short-term "Continuing Resolution;" no full-year appropriation for the Department has been enacted for FY 2022.

Specific Information

JMHCPC specifically funds collaborative programs to reduce justice involvement and improve outcomes for individuals with MHDs or MHSUDs who have come into contact with the criminal justice system or are leaving a custodial setting. Program activities include: connecting individuals with MHDs or MHSUDs with treatment and social services through crisis stabilization units and pre-arrest diversion, creating or expanding mental health courts or other court-based approaches to preliminarily qualified individuals, increasing [prosecutor- or defense-led diversion](#) strategies, developing [supported employment for people with behavioral health needs](#), utilizing [specialized caseloads for probation](#), cross-system training of public safety officials and mental health providers, and increasing intergovernmental cooperation between state and local governments to support individuals with MHDs or MHSUDs.

Goals, Objectives, Deliverables, and Timeline

Goals:

JMHCPC offers grants to help entities prepare, create, or expand comprehensive plans to implement collaboration programs that target [preliminarily qualified individuals](#) and promote public safety and public health for people with MHDs and MHSUDs who come in contact with the justice system.

Objectives:

1. Enhance, expand, and operate mental health drop-off crisis stabilization treatment centers that provide 24/7, year-round support for law enforcement, criminal justice agencies, and people who come in contact with the justice system. These centers can provide, but are not limited to, the following services: screening and assessment, crisis care, residential treatment, assisted outpatient mental health treatment, primary care services, telehealth, competency restoration, community transition, and reentry support such as connections to housing.
2. Increase community workforce and capacity for certified mental health peer support specialists and increase the availability of wraparound services evidenced to support people with MHD and MHSUD.
3. Build or expand existing mental health collaboration programs across people and places in any part of the criminal justice system — such as jails, courts, and prosecutors — as well as community supervision and/or capacity building for criminal justice professionals to target individuals with MHD and MHSUDs at risk of recidivism. For law enforcement-focused projects, see the separate law enforcement-focused solicitation entitled "Connect and Protect: Law Enforcement Behavioral Health Response Program."

It is strongly encouraged that potential applicants review *Behavioral Health Diversion Interventions: Moving from Individual Programs to a Systems-wide Strategy* ([Behavioral Health Diversion Interventions: Moving from Individual Programs to a Systems-Wide Strategy \(csgjusticecenter.org\)](#)), which was developed based on work with previous JMHCPC grantees.

Deliverables:

Per the authorizing statute, the JMHCP grant requires a two-phase process consisting of planning and implementation activities during which grantees will develop a coordinated approach to implementing or enhancing services for individuals with MHDs and MHSUDs who come in contact with the justice system. Applicants must submit one application that proposes detailed activities for both a planning phase and an implementation phase.

The planning phase is up to 12 months during which the recipient will have access to only \$100,000 in award funds for completion of this phase. The implementation phase will begin once the grantee has met the requirements of the planning phase, to include the recipient's completion and BJA's approval of a required "Planning and Implementation Guide," and will continue for the remaining time of the grant. Applicants must demonstrate that at least one criminal justice agency and one mental health agency will participate in the administration of the program, through established roles and responsibilities described in an attached memorandum of understanding (MOU). Other deliverables include:

1. Develop a coordinated and documented approach to implementing or enhancing services for individuals with MHDs MHSUDs who come in contact with the justice system corresponding to an activity above (Objectives 1-3) or planned as a cross-system approach.
2. Initiate the implementation phase once the requirements of the planning phase are complete and continue to implement for the remaining time of the grant.
3. Collect data on program use, efficiencies, and outcomes. Working with a researcher to collect program data, such as demographic data of individuals served, is an allowable expense.
4. Engage in regular training and technical assistance activities with the BJA training and technical assistance partner
5. Outline plans for obtaining necessary support to sustain and continue the proposed collaboration program following conclusion of federal support.

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."

OJP Priority Areas

The Department of Justice 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.

1. Priority Considerations Supporting Executive Order 13985, *Advancing Racial Equity and Support for Underserved Communities Through the Federal Government*

Consistent with this Executive Order, the term "underserved community" refers to a population sharing a particular characteristic, as well as a geographic community, that has been systematically denied a full opportunity to participate in aspects of economic, social, and civic life or whose members have been historically underserved, marginalized, and adversely affected by inequality. Such communities include, among others, Black people, Hispanics and Latino/a/e people, Native American and other Indigenous peoples of North America (including Alaska Natives, Eskimos, and Aleuts), Asian Americans, Native Hawaiians, and Pacific Islanders.

In support of Executive Order 13985, OJP will:

- A. Give priority consideration to applications that include project(s) that will promote racial equity and the removal of

barriers to access and opportunity for communities that have been historically underserved, marginalized, and adversely affected by inequality, when making award decisions.

To receive this consideration, the applicant must describe how the proposed project(s) will address potential inequities and barriers to equal opportunity, and/or contribute to greater access to services for underserved and historically marginalized populations.

Program-specific Priority Areas

In addition to executing any OJP priority areas listed above that may be applicable, priority consideration will be given to applications that:

1. Promote effective strategies by law enforcement to identify and reduce the risk of harm to individuals with mental illness and to public safety.
2. Promote effective strategies for identification and treatment of female offenders with mental illness.
3. Promote effective strategies to expand the use of mental health courts and related services.
4. Propose interventions that have been shown by empirical evidence to reduce recidivism.
5. When appropriate, use validated assessment tools to identify and prioritize individuals with a moderate or high risk of recidivism and a need for treatment services.
6. Demonstrate and ensure that funds are used for public health and public safety; demonstrate active participation of co-applicants in administering the project; document, in whole or in part, that funds used for treatment of incarcerated populations will provide transition and reentry services for such individuals.

To receive priority consideration under any of these areas, applicants must identify, in the proposal abstract, each area for which priority consideration is being sought, and describe, in the proposal narrative, how the applicant will address each priority.

Note: Addressing these priority areas is one of many factors that OJP considers in making funding decisions. Receiving priority consideration for one or more priority areas is not a guarantee of an award.

Federal Award Information

Solicitation Categories

This solicitation does not include Solicitation Categories.

Awards, Amounts and Durations

Anticipated Number of Awards
27

Anticipated Maximum Dollar Amount of Awards
\$550,000.00

Period of Performance Start Date
10/1/22 12:00 AM

Period of Performance Duration (Months)
36

Anticipated Total Amount to be Awarded Under Solicitation
\$15,000,000.00

Additional Information

Period of performance is up to 36 months

Continuation Funding Intent

The Bureau of Justice Assistance 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 appropriate 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 grants. See the “Administrative, National Policy, and Other Legal Requirements” section of the [OJP Grant Application Resource Guide](#) for a brief discussion of important statutes, regulations, and award conditions that apply to many (or in some cases, all) OJP grants.

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 a program management. See the [OJP Grant Application Resource Guide](#) for additional information.

Budget Information

Applicants should structure their budgets to allocate \$100,000 to complete the planning phase within 12 months of receiving final OJP approval of the project budget. The applicant will need to clearly identify which budget line items are planning costs.

While applicants will be required to submit a budget for the entire 36-month project at the time of application submission, applicants may have the opportunity to revise their budget based on any outcomes from the planning phase.

Program budget approval and coordination with BJA and a technical assistance coordinator are required to complete Phase I and begin implementation.

In addition to unallowable costs identified in the [DOJ Grants Financial Guide](#), award funds may not be used for the following:

- Prizes, rewards, entertainment, trinkets, or any other monetary incentives
- Client stipends
- Gift cards
- Vehicle purchases
- Food and beverages

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 requires a 20 percent **cash and/or in-kind match** in years 1 and 2, and a 40 percent **cash and/or in-kind match** in year 3. Federal funds awarded under this solicitation may not cover more than 80 percent of the total costs of the funded project for project years 1 and 2, and not more than 60 percent of the total costs of the funded project for project year 3. An applicant must identify the source of the 20 percent nonfederal portion of the total project costs for project years 1 and 2 and how it will use match funds. In addition, applicants proposing a third project year must identify the source of the 40 percent nonfederal portion of year 3 project costs and how it will use match funds. If a successful applicant’s proposed match exceeds the required match amount and the Office of Justice Programs (OJP) approves the budget, the total match amount incorporated into the approved budget becomes mandatory and subject to audit. (“Match” funds may be used only for purposes that would be allowable for the federal funds.) Recipients may satisfy this match requirement with cash or in-kind match. The formula for calculating match is:

$$\frac{\text{Federal Award Amount}}{\text{Federal Share Percentage}} = \text{Adjusted (Total) Project Costs}$$

$$\text{Required Recipient’s Share Percentage} \times \text{Adjusted Project Cost} = \text{Required Match}$$

Example: 80%/20% match requirement: for a federal award amount of \$500,000, calculate match as follows:

$\frac{\$500,000}{80\%} = \$625,555$ $20\% \times \$625,555 = \$125,111$ match

Example: 60%/40% match requirement: for a federal award amount of \$500,000, calculate match as follows:

$\frac{\$500,000}{60\%} = \$833,333$ $40\% \times \$833,333 = \$333,333$ match

See the [OJP Grant Application Resource Guide](#) for additional information on this match requirement. For step-by-step instructions for entering match amounts in the budget, see the [Budget Summary Match Guide](#).

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

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

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Limitation on Use of Award Funds for Employee Compensation: Waiver

See the [OJP Grant Application Resource Guide](#) for 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)
- MOU between a criminal justice agency and a mental health agency to demonstrate partnership
- Those entities applying as “other” mental health agencies must attach documentation to support their designation as a state or local government provider.

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 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 the response that the “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.

As a separate attachment, the proposal abstract will not count against the page limit for the proposal narrative. In addition, the abstract must:

1. In one sentence, identify if a program-specific priority area will be addressed in the application (as addressed in the prior Program-specific Priority Areas section).
2. Include the names of the lead applicant and the partner applicant (justice and mental health agencies); if applicable, the target population and the proposed number of individuals the applicant plans to serve; the jurisdiction’s population demographic characteristics; a brief description of how the applicant plans to address the problem; and the amount of federal funding requested.
3. Indicate whether the applicant is a previous recipient of JMHCP grant funds and include the award number.
4. Include a list of proposed subcontractors, if applicable.

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 15 pages. Pages should be numbered and submitted as an attachment. If the proposal narrative fails to comply with the 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

1. Identify or introduce the issue to be addressed by the grant and why this project/these proposed activities are necessary (significance/value).
2. Describe and demonstrate understanding of the nature and scope of the problem to be addressed, using data and research as support.
3. Describe successful efforts to date to address the needs identified.
4. Describe the need for assistance and resources to address the problem.
5. Briefly introduce how the applicant proposes to address the problem.

b. Project Design and

1. Describe in detail the proposed deliverables during the planning and implementation phases. Address in detail how the applicant proposes to undertake and accomplish the objectives and deliverables.
2. Describe the strategy to address the needs identified in the Description of the Issue.
3. Include a timeline/project plan that identifies the major tasks and deliverables of the proposed project and who is responsible for each activity.

4. Address whether any of the program-specific priority areas have been met.
5. Explain the applicant's inability to fund the collaboration program adequately without federal assistance.
6. Specify how the federal support will be used to supplement, and not supplant, state, local, American Indian tribe, or tribal organization sources of funding that would otherwise be available, including billing third-party resource for services already covered under programs such as Medicaid, Medicare, and the State Children's Insurance Program.

If the applicant is seeking priority consideration for Priority 1(A), it should address in this section how the proposed project (s) will promote racial equity and/or the removal of barriers to access and opportunity, and/or contribute to greater access to services, for communities that have been historically underserved, marginalized, and adversely affected by inequality.

c. Capabilities and Competencies

1. Describe the capabilities and competencies of the applicant to manage the award.
2. Provide a detailed description of the capacity of the partners and the key personnel to deliver the required services and perform the key tasks described under Project Design and Implementation.
3. Include a letter of support from the joint applicants' agency executives demonstrating agency commitment to the project. Demonstration of the partners' commitment will contribute to scoring under this criterion.
4. Describe how the proposed management structure and staffing of the project will facilitate the delivery of the required services. The management and organizational structure described should match the staffing needs necessary to accomplish the tasks outlined in the timeline/project plan. Information regarding the personnel assigned to these tasks and whether their résumés and role descriptions are included will contribute to the assignment of points relative to this criterion.

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

Describe the process for measuring project performance. Identify who will collect the data, who is responsible for performance measurements, and how the information will be used to guide and evaluate the impact of the project. Describe the process to accurately report data.

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.

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 under the "Goals, Objectives, and Deliverables" section. 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 <https://bja.ojp.gov/sites/g/files/xyckuh186/files/media/document/JMHCP-Measures.pdf>.

BJA will require award recipients to submit performance measure data and performance reports semi-annually 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 under the "Note on Project Evaluations" section in the [OJP Grant Application Resource Guide](#).

Goals, Objectives, Deliverables, and Timeline

The applicant will submit the program's goals, objectives, and deliverable in the JustGrants Web-based form.

Budget and Associated Documentation

Applicants should structure their budgets to allocate \$100,000 to complete the planning phase within 12 months of receiving final OJP approval of the project budget. The applicant will need to clearly identify which budget line items are planning costs.

While applicants will be required to submit a budget for the entire 36-month project at the time of application submission,

applicants may have the opportunity to revise their budget based on any outcomes from the planning phase.

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 [OJP Grant Application Resource Guide](#) for additional information and the link to the questionnaire.

Disclosure of Process Related to Executive Compensation

If applicable, the applicant will submit a description of the process used to determine executive compensation by uploading the document as an attachment in JustGrants. See the "Application Attachments" section of the [OJP Grant Application Resource Guide](#) for information.

Memoranda of Understanding (MOUs) and Other Supportive Documents

MOUs must include the following minimum information (If awarded, programs will have limited access to funding until the MOU is finalized and signed):

1. The roles and responsibilities for staff from both agencies involved in the program.
2. Proposed terms of access for preliminarily qualified offenders to grant-funded program services.
3. Proposed terms of access to program planning, stakeholder meetings, and cross training with program staff. (If applicants are unable to conduct in-reach into correctional facilities, the application should explain the reason(s) why such access is not practicable.)
4. Proposed terms of collaborative decision making among the heads of criminal justice agencies, mental health systems, judicial systems substance use systems, housing and social service systems, and other relevant systems or agencies for determining treatment and intensive supervision services should be allocated in order to maximize benefits, and developing and utilizing capacity accordingly.
5. Information on prerelease programming (reentry) and interventions provided by the correctional agency to each participant, if applicable.

Additional Application Components

Applicants will attach the additional requested documentation 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

Include a timeline/project plan that identifies the major tasks and deliverables of the proposed project and who is responsible for each activity. Refer to "Program Design and Implementation" in the Proposal Narrative section.

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](#).

Disclosures and Assurances

Applicants will complete 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 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 that 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 an **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 at [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 on May 27, 2022.

The **full application** must be submitted in JustGrants by 8:59 pm ET on June 1, 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 Grants.gov Customer Support Hotline 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; and
- Include the Unique Entity Identifier (UEI), 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. Description of the Issue (15%) - evaluate the applicant's understanding of the program/issue to be addressed.
2. Project Design and Implementation (40%) - evaluate the adequacy of the proposal, including the goals, objectives, timelines, milestones, and deliverables.
3. Capabilities and Competencies (30%) - 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 (5%) - evaluate the applicant's understanding of the performance data reporting requirements and the plan for collecting the required data.
5. Budget (10%) - 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 the Bureau of Justice Assistance include geographic diversity, strategic priorities (specifically including, but not limited to, those mentioned above relating to priority areas), available funding, past performance, plan for sustaining the program after the grant has ended, 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 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, quarterly 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. 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.

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 under the "Goals, Objectives, and Deliverables" section. 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 <https://bja.ojp.gov/sites/g/files/xyckuh186/files/media/document/JMHCP-Measures.pdf>.

BJA will require award recipients to submit performance measure data and performance reports semi-annually in JustGrants. BJA will provide further guidance on the post-award submission process, if selected for award.

Application Checklist

Justice and Mental Health Collaboration Program

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 [ojp.gov/financialguide/DOJ/PostawardRequirements/chapter3.10a.htm](#) (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 \$550,000.

Review Eligibility Requirement:

- State governments
- City or township governments
- County governments
- Native American tribal governments (Federally recognized)
- Special district governments
- Public and state-controlled institutions of higher education
- Other Agencies with a different legal status (e.g., nonprofit or for-profit mental health agencies) are eligible to apply only if they also have been designated as a state agency or unit of local government to provide services. Documentation to support this designation must be attached to the application.

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 error notifications are received:

- Contact the Grants.gov Customer Support Hotline at 800-518-4726, 606-545-5035, at Grants.gov customer support webpage, 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
- MOU between a criminal justice agency and a mental health agency to demonstrate partnership.
- Those entities applying as “other” mental health agencies must attach documentation to support their designation as a state or local government provider.

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](#))

Disclosure of Process related to Executive Compensation (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](#))
- Request and Justification for Employee Compensation; Waiver (if applicable)

(see [OJP Grant Application Resource Guide](#))

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 error notifications are received:

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