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

BJA FY 23 Office of Justice Programs Community Based Violence Intervention and Prevention Initiative

Assistance Listing Number #   16.045

Grants.gov Opportunity Number: O-BJA-2023-171647

Solicitation Release Date: March 07, 2023 4:00 PM ET

Step 1: Application Grants.gov Deadline: May 18, 2023 8:59 PM ET

Step 2: Application JustGrants Deadline: May 25, 2023 8:59 PM ET

Overview

The U.S. Department of Justice (DOJ), Office of Justice Programs (OJP), Bureau of Justice Assistance (BJA), in coordination with the Office of Juvenile Justice and Delinquency Prevention (OJJDP) and the Office for Victims of Crime (OVC), seeks applications for funding to prevent and reduce violent crime in communities by supporting comprehensive, evidence-based violence intervention and prevention programs. These programs include efforts to address gang and gun violence, based on partnerships among community residents, local government agencies, victim service providers, community-based organizations (CBOs), law enforcement, hospitals, researchers, and other community stakeholders. This initiative furthers the DOJ's mission to ensure public safety and provide federal leadership in preventing and controlling crime. It also supports OJP's mission to provide leadership, resources, and solutions for creating safe, just, and engaged communities.

This solicitation incorporates guidance provided in the OJP Grant Application Resource Guide which provides additional information for 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

Competition ID	Category *	Number of Awards	Dollar Amount for Award	Performance Start Date	Performance Duration (Months)
C-BJA-2023-00059-PROD	Category 1: CVIPI for Community Based/Tribal Organizations	16-18	Up to $2,000,000	10/1/23 12:00 AM	36
C-BJA-2023-00060-PROD	Category 2: CVIPI for City/ County/ Tribal Governments	9-11	Up to $2,000,000	10/1/23 12:00 AM	36
C-BJA-2023-00061-PROD	Category 3: CVIPI for State Governments	3-4	Up to $4,000,000	10/1/23 12:00 AM	36
C-BJA-2023-00062-PROD	Category 4: CVIPI Capacity Building	3-5	Up to $4,000,000	10/1/23 12:00 AM	36

Eligible Applicants:

City or township governments, County governments, 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, Public and State controlled institutions of higher education, Public housing authorities/Indian housing authorities, Special district governments, State governments

For Category 1: CVIPI for Community Based/Tribal Organizations, eligible applicants are limited to:

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

For-profit organizations including small businesses

Native American and Alaska Native tribal organizations (other than Federally recognized tribal governments)

For Category 2: CVIPI for City/County/Tribal Governments, eligible applicants are limited to:

City or township governments

County governments

Native American and Alaska Native tribal governments (Federally recognized), Alaska Native Claims Settlement Act ("ANCSA") Regional Corporations

Special District governments

Public housing authorities/Indian housing authorities Independent School Districts

For Category 3: CVIPI for State Governments, eligible applicants are limited to:

State government agencies

For Category 4: CVIPI Capacity Building for Community Based Organizations via Intermediary Organizations, eligible applicants are limited to:

Public and State controlled institutions of higher education

Private institutions of higher education

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

For-profit organizations including small businesses

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 2023 solicitation in future fiscal years, dependent on, among other considerations, the merit of the applications and the availability of appropriations.

Contact Information

For assistance with the requirements of this solicitation, contact the OJP Response Center at 800-851-3420, 301-240-6310 (TTY for hearing-impaired callers only), or grants@ncjrs.gov. The OJP Response Center operates from 10:00 a.m. to 6:00 p.m. eastern time (ET) Monday–Friday, and 10:00 a.m. to 8:00 p.m. ET on the solicitation close date.

Pre-application Information Session

BJA will hold a solicitation webinar on March 28, 2023 at 3:00 pm ET. This call will provide a detailed overview of the solicitation and allow an opportunity for interested applicants to ask questions. Preregistration is required for all participants. Register by clicking on this link and following the instructions.

Submission Information

Registration: Before submitting an application, all applicants must register with the System for Award Management (SAM). You must renew and validate your registration every 12 months. If you do not renew your SAM registration, it will expire. An expired registration can delay or prevent application submission in Grants.gov and JustGrants. Registration and renewal can take up to 10 business days to complete.

Submission: Applications must be submitted to DOJ electronically through a two-step process via Grants.gov and JustGrants.

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. **Submit the SF-424 and SF-LLL as early as possible, but no later than 48 hours before the Grants.gov deadline.** If an applicant fails to submit in Grants.gov, they will be unable to apply in JustGrants.

 For technical assistance with submitting the SF-424 and a 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.

 Step 2: The applicant must submit the **full application**
, including attachments, in JustGrants at JustGrants.usdoj.gov by the JustGrants application deadline.

 For technical assistance with submitting the **full application** in JustGrants, contact the JustGrants Service Desk at 833-872-5175 or JustGrants.Support@usdoj.gov. The JustGrants Service Desk operates 7 a.m. to 9 p.m. ET Monday–Friday and 9 a.m. to 5 p.m. ET on Saturday, Sunday, and Federal holidays.

 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. Applicants should maintain all receipts and confirmations received from SAM.gov, Grants.gov, JustGrants systems.

Contents

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.

OJP's Community Based Violence Intervention and Prevention Initiative (CVIPI) seeks to prevent and reduce violent crime in communities by supporting comprehensive, evidence-based violence intervention and prevention programs. These programs include efforts to address gang and gun violence, based on partnerships among community residents, local government agencies, victim service providers, community-based organizations, law enforcement, hospitals, researchers, and other community stakeholders.

BJA is administering OJP's CVIPI, working in partnership with OJJDP and OVC. This collaborative approach will help ensure jurisdictions have access to expertise to address community violence that involves youth, young adults, and adults, both as the individuals responsible for perpetrating this violence and those who are victims of it. Awards made under this solicitation may be managed by BJA, OJJDP, or OVC, depending on the nature of the funded project.

Statutory Authority

Department of Justice Appropriations Act, 2023 (Pub. L. No. 117-328; 136 Stat. 4459, 4537); Bipartisan Safer Communities Supplemental Appropriations Act, 2022 (Pub. L. No. 117-159, 136 Stat. 1313, 1339); 28 U.S.C. 530C

Specific Information

In May 2021, the Department of Justice released its Comprehensive Strategy for Reducing Violent Crime. One of this strategy's features is its focus on the benefits of investing in community-based violence prevention and intervention programs, as well as the importance of approaches that intervene to break patterns of violence in the lives of those individuals at the highest risk of engaging in or becoming victims of violence. These intervention approaches, generally carried out by community-based organizations and local government partners, are recognized in DOJ's strategy as highly effective complements to the enforcement of criminal laws. In June 2021, the Biden–Harris Administration outlined a comprehensive strategy to combat gun violence and other violent crime, which also featured community violence intervention (CVI) strategies as a key element of local initiatives. In recognition of the importance of CVI strategies, the landmark Bipartisan Safer Communities Act of 2022 included a dedicated $250 million investment in CVIPI over 5 years.

Community violence intervention is an approach that uses evidence-informed strategies to reduce violence through tailored, community-centered initiatives. These multidisciplinary strategies engage individuals and groups to prevent and disrupt cycles of violence and retaliation and establish relationships between individuals and community assets to deliver services that save lives, address trauma, provide opportunity, and improve the physical, social, and economic conditions that drive violence.

By definition, community violence generally happens outside the home in public spaces. Most community violence involves a relatively small number of people — whether youth or adult — as the parties who carry out violence or become its victims. Further, community violence is typically concentrated in certain locations within a jurisdiction, eroding the public health and safety of these communities, causing economic disruption, and contributing to lasting individual and community traumas. The physical conditions and lack of resources in these communities can also increase the risk for this violence to occur.

CVIPI is focused on those at highest risk of violence. It distinguishes between individuals who are "at risk" and those that are at "high risk" for committing or becoming a victim of violence. There is no single risk factor that predicts who will engage in or become a victim of violence, but the accumulation of risk factors greatly increases the risk, particularly for those who experience risk factors across multiple domains of their lives (e.g., individual, family, peer group, community). The risk factor profile for those who are at high risk for violence will vary from one individual to another, but examples might include individuals with a history of violent victimization or perpetration (e.g., victims of firearm violence), repeated law enforcement contacts, and gang involvement, along with other risk factors such as substance use disorder, housing instability, and maladaptive coping behaviors. OJP expects applicants to define high risk individuals for their programs and discuss how they will identify and serve individuals in this population. CVI strategies funded through this solicitation may work in coordination with other community prevention and early intervention strategies that target at risk youth or adults but are distinguished from these programs in that the focus is on the highest risk individuals.

There are a variety of CVI strategies for reducing gun violence by means other than arrest or incarceration. These strategies focus on high risk individuals and gang and gun violence as well as the historical and structural challenges that often contribute to community violence. CVI strategies should involve holistic, coordinated interventions attending to the multiple needs of individuals at high risk of gang and gun violence. For example, hospital-based violence intervention programs use credible messengers to connect with victims of gun violence while they are still in the hospital, and then typically deploy wraparound services such as behavioral health supports, employment access, housing advocacy, and family supports to prevent retaliation and build connections with these victims once they leave the hospital setting. For more examples of CVI strategies, visit: https://bja.ojp.gov/doc/cvi-implementation-checklist.pdf. For a list of projects funded under this initiative in FY 2022, visit: https://bja.ojp.gov/funding/ opportunities/o-bja-2022-171282.

OJP is seeking applications that propose to initiate evidence-informed CVI strategies in communities, as well as applications that propose to expand or enhance the implementation of ongoing CVI strategies. "Evidence-informed" indicates a practice backed by evidence from research and evaluation, case studies, expert opinions, or documented lessons learned from the field. Applicants should draw on evidence that is applicable to the practice itself and the community violence problem that the practice is intended to address. Applicants may propose an expansion, modification to, or an increase in the reach of an existing evidence-informed CVI strategy or response. Applicants may also propose an "innovative approach" that is novel in its components or configuration, but still draws on sources of evidence to inform the design of the intervention in a way that is tailored to needs and resources of the local community. In all cases, OJP strongly encourages the development of practitioner–researcher partnerships that use data and evidence to create strategies, target services, and assess program performance on an ongoing basis to ensure that programs are implemented as intended, effective, and economical.

OJP strongly encourages applicants to propose trauma-responsive programs that incorporate the needs and perspectives of victims of community violence. A trauma-responsive program, organization, or system realizes the widespread impact of trauma and understands potential paths for recovery. It also recognizes the signs and symptoms of trauma in clients, families,

staff, and others involved with the criminal legal system, and it responds by fully integrating knowledge about trauma into policies, procedures, and practices. It seeks to actively prevent re-traumatization and to reduce trauma's impact by bringing healing to those impacted by it. Applicants are encouraged to incorporate trauma-informed practices to support victims and survivors of violence into their programs, from providing advocacy, shelter, and safety planning to grief counseling and beyond.

OJP strongly encourages partnerships with organizations that can help meet the complex needs of victims and survivors of violence. These partnerships can provide a valuable mechanism for increasing access to culturally specific services and supporting victims and survivors in communities whose needs are too often overlooked and unheard. In addition, tools such as restorative justice principles and practices can offer opportunities for communities and CVI programs to support healing.

As noted above, CVIPI is focused on those who are at highest risk of violence, regardless of age. OJP is also soliciting applicants to implement CVI strategies that include a focus on addressing the impact of community violence on youth, particularly those from 17–24 years of age. The unique needs of youth involved in community violence require strategies and programs that incorporate a variety of different stakeholders, including family, school, and youth-specific community-based organizations. Applicants should ensure planning and implementation efforts recognize that youth may be engaged in community violence with adults. Where relevant, applicants should include a youth-specific focus when designing their programs. While similar strategies for both age groups may be effective, selected strategies should be based on data, including data on juvenile delinquency, school-based data, and science that looks at age appropriate interventions.

Under this solicitation, OJP is seeking to make investments that advance the following principles:

> **Targeted Violence Interventions and Supports for Highest Need Groups** – Support CVI strategies that focus on: (1) identifying and serving individuals and groups with the highest likelihood of being involved in, exposed to, and victims of violence; (2) reaching hard-to-engage populations of any age through trusted, credible messengers; (3) engaging these persons to disrupt cycles of violence and retaliation, including proactive efforts to prevent violence before it occurs whenever possible; and (4) connecting these high risk people to services to help them achieve wellness, healing, and long-term success. These services may include, but are not limited to, intensive case management, financial assistance, educational opportunities, housing assistance, peer mentorship and support, cognitive behavioral therapy and counseling, trauma-informed care, job training and skill building, conflict mediation, relocation, and other relevant services.

> **Community-centered and Equity-focused** – Support place-based strategies focused on communities experiencing high rates of violence and the individuals in the communities most at risk for perpetrating or being victims of violence. These strategies prioritize the needs of the community and build public awareness. They engage community residents and stakeholders most affected by violence to create solutions and guide program development, implementation, and evaluation. They also explore the conditions in a community that can make violence easier to occur without detection and address the lack of spaces for positive activities and economic opportunities for residents. These strategies position interventions in community-serving locations such as hospitals, public health facilities, and schools, cultivating key partnerships with these community resources. They build the capacity of CBOs and provide initial funding so that they may grow and reduce their dependence on outside organizations.

Integration with Public Safety/Public Health – Build partnerships for CVI strategies to become durable and essential components of the broader public safety and public health environment. Engage stakeholders and multidisciplinary partners from the public, private, and community sectors to form coalitions to prevent and reduce violence, address individual and collective trauma, strengthen community resilience, and build social networks. Promote the development of these partners as trauma-informed organizations that recognize and address vicarious trauma and staff burnout, including supporting the professional development and wellbeing of CVI practitioners.

Strategic, Data-driven, and Performance-focused – Carefully develop CVI strategies based on assessments using data from multiple sources, including public safety and public health. This includes ensuring effective program implementation and fidelity to the CVI principles. CVI interventions should build the capacity of CBOs to coordinate with partners to collect and utilize program performance data to inform the ongoing assessment and improvement of CVI strategies. The approach should prioritize strategies that contribute to improved opportunities and reduced violence and can be sustained over the long term. To accomplish this, the program builds in both time for planning to engage community residents and key partners and to partner with a researcher to support an analysis and understanding of what is driving the violence. This should include access to data such as police crime data, hospital data on shootings, and other official records to inform the identification of high risk persons and information on violent events where a quick response is merited.

Funding Category Descriptions

A total of four funding categories are available under this solicitation. Categories 1 and 2 focus on local or tribal community projects led by either CBOs or units of local government. Categories 1 and 2 are divided by type of applicant to allow for applicants to be evaluated against similar applicant types. Category 3 focuses on state governments that will coordinate and support CVI strategies in one or more localities within the state.

Category 4 focuses on regional or national organizations seeking to work with and build the capacity of local CBOs.

CBOs and local units of government, such as mayors' and county executives' offices, have shown to be well suited to implement CVI strategies. OJP strongly encourages applications from these entities, although other eligible local government agencies may also apply. The expectation is that a considerable portion of the funding will be directed to implementing CVI strategies through CBOs or local units of government such as mayors' and county executives' offices implementing CVI strategies in their communities. In addition, the Smart Policing Initiative will make funds available for a small number of law enforcement agencies to develop and test new approaches to law enforcement's engagement in CVI initiatives. CVI is also an area of emphasis under the Edward Byrne Memorial Justice Assistance Grant Program.

CATEGORIES 1 and 2

Category 1: CVIPI for Community Based/Tribal Organizations: Competition ID: O-BJA-2023-171647

Category 2: CVIPI for City/County/Tribal Governments: Competition ID: O-BJA-2023-171647

Categories 1 and 2 support efforts to develop, implement, expand, and/or enhance comprehensive CVI strategies that will maximize existing and new resources. These funding

categories are intended for organizations and local government entities at all stages of CVI implementation. Applicants that are not currently implementing CVI strategies may seek financial and technical support to plan and stand up new programs. Applicants currently implementing CVI strategies may seek financial and technical support to expand or enhance the reach of existing services.

Applicants should propose to undertake their work through a multidisciplinary team of stakeholders, which may be an existing, expanded, or new formal working group, committee, or collaboration. This CVIPI team should meet regularly throughout the project period to guide and inform the planning and implementation processes. Stakeholders on the team may include, but are not limited to: CVI service providers, county/local public sector leadership, CBOs, court personnel, juvenile justice agencies, law enforcement, school-based law enforcement, district attorneys, public defenders, victim advocates/service providers, community corrections, child welfare and social services, hospitals and other health care providers, mental health services, researchers, school administrators, faith-based organizations, and community residents. Plans to incorporate the voices from survivors of community violence into the team's work should be included in the proposed approach. Applicants should include an attachment labeled "CVIPI Team" with the team participants' names and the name of their agencies.

If applicants have multidisciplinary teams in place at the time of application, they should include an attachment labeled "CVIPI Team" with the team participants' names and the name of their agencies. If available, include documentation of formalized partnerships with new or existing multidisciplinary team stakeholder members in the form of letters of commitment or memorandums of understanding (MOUs) as attachments.

Award recipients will engage in an initial planning process of up to 9 months by engaging residents and key partners, including researchers, to use data and information to design or refine approaches to addressing community violence that are based on evidence or test a theory of change. During this period, the team will develop or enhance a community-specific Violence Reduction Strategic Plan that is informed by local data and any existing strategic plans. The CVIPI team should also use this time to solidify the partnership structure. To be successful, CVI programs must have buy-in from community residents as well as strong partnerships among the stakeholders involved in the effort.

CVI programs should be grounded in an understanding of what is driving violence in the community, and they should be informed by data and community input as well as feedback from those who have experienced violence or are at risk for violence. During the grant period, the CVIPI team should regularly engage community members to gather their feedback and perspectives, particularly those impacted by and at risk for violence.

BJA created a [CVI Implementation Checklist](#) that communities may use as a resource to inform their planning and implementation. The Checklist covers a range of topics, including how to obtain community buy-in and build partnerships, selecting CVI strategies, and working with a research partner to name a few.

Applicants are required to collaborate with a research partner to assist with conducting a community violence assessment to determine where and why violence is occurring and assess current gaps and barriers in community services. OJP expects this research partner will be an ongoing and active member of the working group and will employ an action research method to implement the program and its strategies, identifying and suggesting evidence-based strategies to tailor to the community, and leading the identification and collection of key performance metrics, to include ongoing program process and outcome assessments. Applicants may find research partners at local colleges or universities, however, they are not limited to these sources. For additional information about how to find a research partner, review the publication, Identifying and Working With a Research Partner. For a description of action research, visit OVC Fact Sheet: Action Research.

Within 6 months of award, successful applicants will be required to submit completed documentation (i.e., letters of commitment/MOUs) that demonstrates the structure of and partners to the CVIPI team.

Award recipients under Categories 1 and 2 will be expected to work with and receive training and technical assistance (TTA) from the OJP-funded TTA provider.

Evaluation of CVIPI Awards

OJP strongly encourages applicants under Categories 1 and 2 to participate in a rigorous evaluation of their CVI strategy. To that end, the National Institute of Justice (NIJ) is releasing a separate solicitation titled Community-Based Violence Intervention and Prevention Initiative (CVIPI) Research, Evaluation, and Associated Training & Technical Assistance Support, Fiscal Year 2023, that will fund evaluation proposals to be paired with applications funded under Categories 1 and 2. These evaluation applications are intended to be coordinated with applications under Categories 1 and 2, but the evaluation projects will remain independent and objective studies for the purpose of providing valuable information that will contribute to the growing body of evidence regarding the effectiveness of CVI strategies.

Interested applicants should work with a research partner organization (e.g., university, college, research organization) to plan and coordinate the submission of paired applications under Categories 1 or 2 and the NIJ solicitation. OJP will prioritize funding for programmatic applications that submit a paired evaluation proposal in response to the NIJ solicitation.

Since applications under these two solicitations will be reviewed and assessed independently, successful applications under Categories 1 and 2 may receive awards even if the paired evaluation application to NIJ is not awarded. However, an evaluation application to NIJ may not receive an award if the paired application under Categories 1 and 2 of this solicitation is unsuccessful.

Interested applicants to Categories 1 and 2 should clearly indicate their interest in participating in an evaluation by noting this in the proposal abstract and naming the applicant organization that will separately apply to the NIJ solicitation. Applicants should describe plans for information sharing and coordinating the evaluation and provide letters of support in their application from the proposed evaluation partner. Applicants coordinating with an evaluation application should also include an internal research partner to support the data collection and implementation through an action research method. If applicants propose engaging with the same entity or individual to carry out the roles of research partner and evaluator under the NIJ solicitation, the applicants must budget separately for these roles in the respective applications, and clearly describe methods for distinguishing these roles and maintaining objectivity and independence in the evaluation. Further review and steps may be necessary post award.

Applicants coordinating with an NIJ evaluation application are encouraged to review the human subjects and privacy requirements for OJP-funded awards. If awarded, applicants will need to comply with these regulations. For more information, see the OJP Website, Standard Forms & Instructions at: https://www.ojp.gov/funding/apply/forms and Other Application Requirement at: https://www.ojp.gov/funding/apply/other-application-requirements.

CATEGORY 3

Category 3: CVIPI for State Governments: Competition ID: O-BJA-2023-171647
Category 3 will fund state government agencies to coordinate and support local-level CVI strategies through subawards across multiple communities in one or more jurisdictions within the state. Applicants may propose to: (1) develop and implement new state-level strategies for supporting CVI implementation at the local level, or (2) enhance or expand the reach of existing state-level strategies for supporting CVI implementation at the local level.

Applicants should propose to undertake their work through a multidisciplinary team of stakeholders, which may be an existing, expanded, or new formal working group, committee, or collaboration. This team will be responsible for guiding the state's coordinated approach to supporting local-level CVI implementation, including the identification, selection, management, coordination, and oversight of subrecipient sites. Applicants should include an attachment labeled "CVIPI Team" with the team participants' names and the name of their agencies.

Applicants should describe the process by which state or local-level programs will be selected to receive subawards, including a timeline, funding ranges for subawards, and a process for monitoring the subawards.

Award recipients under Category 3 will be able to access TTA from the OJP-funded TTA provider for subrecipients. Applicant should discuss a plan for identifying TTA needs of the state and the local programs being funded via subawards and should indicate any additional resources that may be available through the state.

Award recipients are responsible for ensuring that all funds are used appropriately according to the applicable accounting and financial management principles as set forth in the DOJ Grants Financial Guide. The requirements for subrecipient monitoring can be found in 31 U.S.C. § 7502 and in Title 2 C.F.R. § 200 (including, but not limited to, the sections on "Subrecipient Monitoring and Management" contained in Subpart D and audit requirements applicable to subrecipients contained in Subpart F).

CATEGORY 4:

Category 4: CVIPI Capacity Building for Community Based Organizations via Intermediary Organizations: Competition ID: O-BJA-2023-171647

Community-based organizations are central to carrying out CVI strategies. However, many CBOs face significant barriers to accessing and administering federal grant resources directly. Under this category, OJP will fund up to three intermediary organizations, serving as fiscal agents, to identify and provide intensive training and technical assistance, oversight, and subawards for up to five CBOs each over the course of the project period. These intermediary organizations may be national, regional, or more localized organizations with a well-established capacity and track record in working with CBOs, particularly those focused on meeting the needs of underserved communities. The CBOs will use subaward funding to increase their capacity to serve high risk individuals through CVI strategies and to support the professional development and wellbeing of CVI practitioners.

OJP is open to a range of models to be used by intermediary organizations serving as fiscal agents. The organization may focus on CBOs in a particular city, region, or have a broader national scope. These approaches should seek to build capacities that can be sustained by local or regional partners at the end of the project. The intermediary organization is expected to competitively award subawards in collaboration with OJP and provide TTA support to the selected CBOs implementing new CVI programs or expanding existing programs.

The subawards are expected to range between $100,000 and $250,000. Applicants are encouraged to include plans and proposed criteria in their proposals for identifying and selecting the subrecipient sites. OJP must approve the application process, selection criteria, and selection of subrecipients suggested by the applicant. The process and design should recognize and serve the capacity limitations of smaller entities to apply for and administer grant funding and suggest methods to build capacity while also ensuring accountability to reach the desired program outcomes, as well as proposing cost-effective approaches.

Intermediary organization applicants should submit proposals that describe projects detailing

their experience specific to CVI and crime reduction strategies across different settings, their experience managing federal subawards, and their experience building CBO capacity to implement community safety projects. Applicants are expected to have direct experience in developing relationships with underserved and marginalized communities, including specific experience working with communities experiencing high rates of violence. These organizations must demonstrate deep knowledge and experience in one or more evidence-based CVI strategies and expertise in connecting with victims and survivors as a critical component of this work. Finally, applicants should plan and propose strategies and allocate resources to coordinate with other CVIPI and OJP training and technical assistance partners to translate lessons and share expertise.

Subawards made to CBOs may include salary support and funding of equipment, materials, training opportunities, and travel costs associated with obtaining TTA. Funds may also be used for developing curricula, assessment tools, or organizational policies and procedures, such as wellness plans, to support CVI staff. In administering financial support to CBOs through subawards, the intermediary organizations will be responsible for ensuring that all funds are used appropriately according to the applicable accounting and financial management principles as set forth in the DOJ Grants Financial Guide. The requirements for subrecipient monitoring can be found in 31 U.S.C. § 7502 and in Title 2 C.F.R. § 200 (including, but not limited to, the sections on "Subrecipient Monitoring and Management" contained in Subpart D and audit requirements applicable to subrecipients contained in Subpart F).

An intermediary organization may be comprised of multiple collaborating entities that collectively possess the range of skills and expertise necessary to administer the subawards. For example, an intermediary organization may include partnerships with other entities delivering culturally competent organizational capacity building TTA, or supporting the development and implementation of CVI strategies, and other areas of expertise relevant to the goals of this approach. Applicants in this category must identify a lead applicant (fiscal agent) and clearly describe a management plan for coordinating across the collaborating entities.

Additional Resources:

The BJA Community Violence Intervention microsite provides key resources, including an implementation checklist, an overview of CVI Guiding Principles, a glossary of terms related to CVI strategies, and additional relevant materials.

Other resources that may support your particular community-based strategy include:

- NIJ CrimeSolutions uses rigorous research to inform practitioners and policymakers about what works in criminal justice, juvenile justice, and crime victim services.

- The Byrne Criminal Justice Innovation program encourages data-driven, comprehensive, and community-led strategies to reduce crime and spur revitalization, including CVI. Information about this program can be found at https://www.lisc.org/our-initiatives/safety-justice/cbcr/ and https:// www.theiacp.org/projects/byrne- criminal-justice-innovation-training-and-technical-assistance.

- Youth.gov provides interactive tools and other resources to help youth-serving organizations and community partnerships plan, implement, and participate in effective programs for youth. This website includes information on the National Forum on Youth Violence Prevention (Forum), which was created to build the capacity of localities across the country to more effectively address youth

violence through multidisciplinary partnerships, balanced approaches, data-driven strategies, comprehensive planning, and sharing common challenges and promising strategies. The Forum is a strategy for federal and local collaboration that encourages its member jurisdictions to review and improve internal decision making structures, policies, and practices; increase communication; and implement strategic, coordinated action to change the way they do business.

- The OJJDP Model Programs Guide contains information about evidence-based juvenile justice and delinquency prevention, intervention, and reentry programs. It is a resource for practitioners and communities about what works, what is promising, and what does not work in juvenile justice, delinquency prevention, and child protection and safety.

- The National Gang Center disseminates information, knowledge, and outcome-driven practices that engage and empower those in local communities with chronic and emerging gang problems to create comprehensive solutions to prevent gang violence, reduce gang involvement, and suppress gang-related crime. This website includes information on the OJJDP Comprehensive Gang Model, which is an evidence-based framework for the coordination of multiple strategies to address serious, violent, and entrenched youth street gang problems. The model combines prevention, intervention, and deterrence tactics to address the root causes of criminal gang activity within a community.

- The Model Standards for Serving Victims and Survivors of Crime promotes the competency of providers to enhance their capacity to provide high quality, consistent responses to crime victims that meet the demands facing the field today.

- The Vicarious Trauma Toolkit (VTT) contains tools and resources to provide the knowledge and skills necessary for organizations to address the vicarious trauma needs of their staff. VTT includes a Blueprint for a Vicarious Trauma-Informed Organization that was informed by research and lessons learned from the field and was created as a step-by-step guide to assist organizations in becoming more vicarious trauma-informed. It provides guidance on using the Vicarious Trauma—Organizational Readiness Guide to assess an organization's current capacity as a vicarious, trauma-informed organization, and VTT offers suggestions on how to use the free, online repository of policies, research, and websites in the Compendium of Resources, including the New Tools for the Field, created specifically for VTT.

Goals, Objectives, and Deliverables

Goals

The overall goal of CVIPI is to prevent and reduce violent crime in communities by supporting comprehensive, evidence-based violence intervention and prevention strategies.

Objectives

Applicants for Categories 1–2 should address the objectives that are relevant to their proposed program/project in the Goals, Objectives, and Deliverables web-based form:

Build a new working group or strengthen an existing working group to serve as the CVIPI team. The CVIPI team's membership and expertise should be tailored to best address

the community's challenges and needs. A model CVIPI team would be diverse, pulling in individuals with expertise in the topic areas and communities of focus who can serve to design and champion the program to success. Fully organized CVIPI teams may include experts from the community of focus (e.g., community advocates), CBOs, government and local government agencies (e.g., mayor's office, county executive's office), private and public service organizations (e.g., victim service organizations, treatment centers, hospitals, clinics), educational institutions (e.g., local schools, local universities), and the criminal justice system (e.g., probation and parole, local law enforcement, local prosecutors) as well as program implementation experts and research partners. CVIPI teams should meet regularly and should have clear, shared expectations and commitment by all members. CVIPI teams should be formalized through letters of commitment and/or MOUs.

Through a collaborative, multimethod, data-collection, and analysis approach, conduct a needs assessment to develop a detailed understanding of the nature, patterns, and root causes of community violence within the community of focus. A previously conducted needs assessment, which may already be present in some sites, may be used as a foundation for this work, but the initial analysis should assess effectiveness of that assessment and address gaps.

Develop and implement a data-driven Violence Reduction Strategic Plan for addressing community violence, informed by the findings of the needs assessment and any existing strategic plans. The Strategic Plan should identify performance goals and measures of success for each of the strategies and the overall program. The strategies should consider how to best provide services and address the needs of those most at risk for community violence in historically underrepresented and underserved communities.

Hold regular (at least monthly) collaboration meetings, in person or virtually, with the CVIPI team to examine the implementation of each strategy by examining their performance measures and movement toward goals, as well as to discuss overcoming barriers to success and planning future activities. The research partner should be a critical partner in this review.

Place priority on building and maintaining close relationships between the program, the CVIPI team member organizations, and the community of focus, including community members and community-based organizations. Activities may include, but are not limited to, taking part or sponsoring local community events and activities to enhance the physical space to deter conflict; providing transparency on the program's goal and successes (e.g., regular meetings with the community, social media posts); and engaging community members and CBOs in problem solving and decision making (e.g., focus groups, surveys).

Begin to consider how to sustain the program past the current award. Working with state and local government entities and grant-making organizations, the CVIPI team should identify and develop plans to sustain the CVIPI program for the long term, including describing the active roles of the team members and other community stakeholders and engagement with local funders, including philanthropy.

The objectives for Category 3 are:

Enhance the state's capacity to lead proactive community violence intervention strategies, working with local or tribal partners to support development and implementation of state and local level CVI strategies.

Enhance the state's strategies to support local and community-focused capacity building activities that enhance efforts to prevent and address community violence.

Ensure the responsible and effective administration of subawards.

The objectives for Category 4 are:

Deliver TTA and subawards designed to enhance community partners' capacity to implement and lead community violence intervention strategies, including activities designed to build community capacity to successfully seek and manage funding to sustain efforts long term .

Ensure the responsible and effective administration of subawards.

Deliverables

Categories 1–2 Deliverables

Applicants to Categories 1–2 must address the following deliverables in their proposal narratives in the project design and implementation section:

Submit a full list of active CVIPI team members, as well as letters of commitment and/or MOUs, within the first 6 months of the date of award.

Develop or enhance a community-specific Violence Reduction Strategic Plan that is informed by available local data and existing plans, which should be used to guide the project.

Participate in efforts to assess, evaluate, and/or translate learning from the program to the field to advance knowledge and support peer learning. Examples of these types of efforts may include, but not be limited to, participating in a presentation at a national conference, a web-based presentation, and/or a podcast organized by an OJP-funded technical assistance partner or OJP.

Document the implementation of one or more CVI strategies that is data-driven, evidence-informed, community-led, and trauma-informed.

Submit a final report summarizing the activities of the CVIPI program, including successes and lessons learned, as well as future plans for the program, no later than 90 days after the program end date. If the program includes a research partner as part of the working group, it is expected their programmatic process and/or outcome findings be integrated into the final report.

Category 3 Deliverables

Applicants to Category 3 must address the following deliverables in their proposal narratives in the project design and implementation section:

Develop and implement a process for assessing and addressing the gaps in local government and CBOs' capacity to implement CVIPI projects. This process should include:

Conducting an assessment of the location and drivers of violence in the state, and an assessment of existing efforts and gaps in resources to meet these needs.

Engaging in strategic planning to identify community safety priorities.

Support local implementation of CVI strategies through subawards.

Complete a final report that includes: (a) a clear summary description of the CVI strategies implemented, including those supported by subrecipients, (b) an assessment of programmatic violence reduction and/or capacity enhancement outcomes, (c) identification of promising or effective practices, (d) common themes that emerge across the CVI strategies, (e) lessons learned and challenges encountered, and (f) recommendations for future CVI program development.

Category 4 Deliverables

In accordance with the cooperative agreement with OJP, each of the three successful awardees will partner with OJP to administer subawards to CBOs for the purpose of building capacity and supporting CVI strategies. To accomplish this, the intermediary organizations will undertake the following activities, which should be addressed in their proposal narratives in the project design and implementation section:

Assess the gaps in CBOs' capacity to implement CVIPI projects.

Develop, in collaboration with OJP, a solicitation or request for proposals with agreed-upon selection criteria and in accordance with state, local, and OJP regulations.

Develop and host, in collaboration with OJP, a pre-application solicitation webinar for potential applicants. This webinar will fully explain the purpose of the program, define allowable and unallowable costs, and describe the financial and programmatic reporting requirements.

Conduct a CBO selection process, in collaboration with and approval from OJP, to identify and award subrecipient sites as part of a subaward process. This CBO selection process should ensure that each of the selected CBOs meet the following criteria:

The CBO identifies at least one CVI strategy it is planning to initiate or that is already operational in the jurisdiction. The CBO clearly identifies the resources needed to support the CVI strategy and build capacity.

The CBO demonstrates capacity and willingness to work collaboratively with the intermediary organization.

Once the subawards are made, the intermediary organizations will:

Conduct meetings with subrecipient CBOs on a periodic basis, and memorialize the proceedings with meeting notes, transcripts, and/or recordings.

Complete capacity needs assessments for each participating CBO and work with the CBO to prepare a capacity development plan that is tailored to its current capacity, resources, and community conditions (e.g., violence levels, other existing services or partners). The capacity development plan will guide the TTA provided by the intermediary organization, and it will be reviewed and updated, as necessary, during the project period.

Conduct regional and/or topical meetings across subrecipient localities on common issue areas. These meetings should include existing subject matter experts (SMEs) and material from DOJ programs and initiatives, including, but not limited to OVC, OJJDP, and BJA programs related to community violence intervention.

Establish and maintain an online resource to allow subrecipients and other interested parties to search and access any knowledge products (e.g., reports, research briefs, webinars, or podcasts) created by the intermediary organization and other relevant, existing knowledge products related to CVI strategies.

Complete a final report that includes: (a) a clear summary description of CVI strategies supported by the subrecipients, (b) assessment of programmatic violence reduction and/or capacity enhancement outcomes, (c) identification of promising or effective practices, (d) common themes that emerge across strategies, (e) lessons learned and challenges encountered, and (f) recommendations for future CVI program development. This report should emphasize an evidence-informed assessment framework that is attentive to the contextual factors at the participating CBOs.

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 projects and activities funded under this solicitation. For additional information and applicable documentation to be included in the application, see the OJP Grant Application Resource Guide section entitled "Information Regarding Potential Evaluation of Programs and Activities."

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*

In support of this Executive Order, OJP will provide priority consideration when making award decisions to the following:

A. Applications that propose project(s) that are designed to 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.

To receive this consideration, the applicant must describe how the proposed project(s) will address potential racial inequities and contribute to greater access to services and opportunities for communities that have been historically underserved, marginalized, and adversely affected

by inequality, and identify how the project design and implementation will specifically incorporate the input or participation of those communities and populations disproportionately impacted by crime, violence, and the criminal justice system overall. Examples addressing this requirement include, but are not limited to, the following: budgeted project planning and/or implementation meetings with community stakeholders representing historically underserved and marginalized communities; outreach and/or public awareness campaigns specifically tailored to historically underserved and marginalized communities to encourage participation in the proposed project(s); budgeted incorporation of members representing historically underserved and marginalized communities in program evaluation, surveys, or other means of project feedback; and partnership with organizations that primarily serve communities that have been historically underserved, marginalized, and adversely affected by inequality.

B. Applicants that demonstrate that their capabilities and competencies for implementing their proposed project(s) are enhanced because they (or at least one proposed subrecipient that will receive **at least 40%** of the requested award funding, as demonstrated in the Budget Web-Based Form) identify as a *culturally specific organization*.

To receive this additional priority consideration, applicants must describe how being a culturally specific organization (or funding the culturally specific subrecipient organization(s)) will enhance their ability to implement the proposed project(s) and should also specify which populations are intended or expected to be served or to have their needs addressed under the proposed project(s).

Culturally specific organizations are defined for the purposes of this solicitation as private nonprofit or tribal organizations whose primary purpose as a whole is to provide culturally specific services to racial and ethnic groups, including, among others, Black people, Hispanic and Latino people, Native American and other Indigenous peoples of North America (including Alaska Native, Eskimo, and Aleut), Asian Americans, Native Hawaiians, and/or Pacific Islanders.

2. Applicants that can demonstrate existing partnerships with multidisciplinary team stakeholder members (i.e., letters of commitment and/or MOUs) will receive priority consideration. For those applicants unable to demonstrate existing partnerships at the time of application, if awarded, these applicants will be required to submit documentation (i.e., letters of commitment and/or MOUs) that demonstrates the community stakeholder collaboration responsible for implementing the funded approach within 6 months of receiving the award.

3. Applicants proposing a companion evaluation application under the NIJ solicitation, "[Community-Based Violence Intervention and Prevention Initiative (CVIPI) Research, Evaluation, and Associated Training & Technical Assistance Support, Fiscal Year 2023](#)."

4. Applications from communities with documented high and/or increasing levels of homicides per capita. Applicants should include documentation in the proposal narrative.

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 does not guarantee an award.

Federal Award Information

Solicitation Categories

Competition ID	Category *	Number of Awards	Dollar Amount for Award	Performance Start Date	Performance Duration (Months)
C-BJA-2023-00059-PROD	Category 1: CVIPI for Community Based/Tribal Organizations	16-18	Up to $2,000,000	10/1/23 12:00 AM	36
C-BJA-2023-00060-PROD	Category 2: CVIPI for City/ County/ Tribal Governments	9-11	Up to $2,000,000	10/1/23 12:00 AM	36
C-BJA-2023-00061-PROD	Category 3: CVIPI for State Governments	3-4	Up to $4,000,000	10/1/23 12:00 AM	36
C-BJA-2023-00062-PROD	Category 4: CVIPI Capacity Building	3-5	Up to $4,000,000	10/1/23 12:00 AM	36

Awards, Amounts and Durations

Anticipated Number of Awards
30–36

Anticipated Maximum Dollar Amount of Awards
Categories 1–2 $2,000,000; Categories 3–4 $4,000,000

Period of Performance Start Date
10/1/23

Period of Performance Duration (Months)
36

Anticipated Total Amount to be Awarded Under Solicitation
$72,000,000

Additional Information
OJP expects that not all applicants will request the maximum funding amount as needs will vary depending on the size of

the jurisdiction and additional funding
available for CVI programs from other city,
state, and federal sources. Applicants are
encouraged to request a level of funding
that is appropriate for the project
proposed. For this reason, this solicitation
provides a range for the number of awards
expected to be made for each category.

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 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.

Type of Award

BJA expects to make awards under this solicitation in Categories 1 and 2 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.

BJA expects to make awards under this solicitation in Categories 3 and 4 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

Successful applicants under all categories are expected to participate in an up-to 3–day cross-site grantee meeting in each year of the project and should budget for as many as three representatives to travel to attend these meetings. All expenses must be reasonable,

allowable, and necessary to the project. The estimates must provide a breakdown of all costs and adhere to the federal per diem. For federal per diem rates, see: https:// www.gsa.gov/travel/plan-book/per-diem-rates.

While CVIPI focuses on reducing violence and encourages a broad approach, some costs will not be allowable under this initiative and/or may require prior approval by OJP. Recognizing that this is a dynamic process and adjustments may be needed as a site evaluates how it will implement the strategies, OJP will consider changes to the approach and associated costs if justified by the grantee. However, revisions to the budget are approved through a separate process.

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 for 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 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.

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.

Eligibility Information

For eligibility information, see the solicitation cover page.

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

For the 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.

Notice regarding law enforcement agencies: 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 2023 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.

Application and Submission Information

Content of Application Submission

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 Web-Based Form (The web-based form includes the budget details and the budget narrative.)
- Timeline

If OJP determines that an application does not include these elements, it will neither proceed to peer review, nor receive further consideration.

Information to Complete the Application for Federal Assistance (SF-424) in Grants.gov

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** subject to Executive Order (E.O.) 12372. An applicant may find the names and addresses of State Single Points of Contact (SPOCs) at the following website: https://www.whitehouse.gov/wp-content/uploads/ 2020/04/SPOC-4-13-20.pdf. If the applicant's State appears on the SPOC list, the applicant must contact its SPOC to find out about, and comply with, the State's process under E.O. 12372. On the SF-424, an applicant whose State appears on the SPOC list is to make the

appropriate selection in response to question 19, once the applicant has complied with its State E.O. 12372 process. An applicant whose State does not appear on the SPOC list should answer question 19 by selecting "Program is subject to E.O. 12372 but has not been selected by the State for review."

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 their 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 its purpose, primary activities, expected outcomes, the service area, intended beneficiaries, and subrecipients (if known) — must be completed in the JustGrants web-based form. This abstract should be in paragraph form without bullets or tables, written in the third person, and exclude personally identifiable information. Abstracts will be made publicly available on the OJP and USASpending.gov websites if the project is awarded. See the OJP Grant Application Resource Guide for an example of a proposal abstract.

Abstracts should also note:

> Age range of the persons to be served in the CVIPI program

> Criteria used to determine the high risk individuals to be served

> Target area in the community the program will serve

If the applicant is proposing a companion evaluation application under the NIJ solicitation titled "Evaluations of OJP Community Based Violence Intervention and Prevention Initiative (CVIPI) Programs, Fiscal Year 2023," that must be clearly noted in the abstract.

If the applicant is seeking priority consideration, the applicant **must** provide the following information:

> Which priority consideration(s) is/are being sought.

> What page(s) in the proposal narrative provides documentation of the applicant's plan to respond to the priority consideration(s).

> For applicants seeking priority consideration 1(B), who is the proposed subawardee to receive the funding and the amount of funds proposed.

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. There is a 15-page maximum for applicants under Categories 1–3 and a 25-page maximum under Category 4. 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 Proposal Narrative must include the following sections:

Categories 1 & 2:

a.   Description of the Issue

Describe the nature and scope of the problem that the program will address (e.g., violence, including group/gang-related violence). The applicant should use data to provide evidence that the problem exists, demonstrate the size and scope of the problem, and document the effects of the problem on the target population and the larger community. This discussion should include data on the number of homicides and homicides per capita in the community. It should also provide data and context relating to non-fatal shootings in the community. Any data or research referenced in the narrative should include the source of the data and/or a citation.

Describe the target population and any previous or current attempts to address the problem as well as identify current gaps in programming/services. Describe the conditions and dynamics in the targeted community that can contribute to or create barriers to preventing or reducing community violence.

Explain the limitations in adequately funding the program without federal funding.

Describe any research or evaluation studies that relate to the problem and contribute to the understanding of its causes and potential solutions. While OJP expects applicants to review the research literature for relevant studies, they should also explore whether unpublished local sources of research or evaluation data are available.

b.   Project Design and Implementation

Describe how the program will operate throughout the funding period and describe the strategies the applicant will use to achieve the goal and objectives identified in the previous section.

Describe how the applicant will complete the deliverables described in the Goals, Objectives, and Deliverables section. OJP encourages applicants to select evidence-informed practices for their programs. This section should also include details regarding any leveraged resources (cash or in-kind) from local sources to support the program and discuss plans for sustainability beyond the grant period.

Outline the strategies proposed for this program. Describe how solutions will be based on evidence-informed policies and practices, where available, or propose to employ innovative approaches to the target population.

Describe how the applicant will define high risk for their program and how they will identify and serve individuals in this population.

Describe how the objectives support meaningful resident involvement in a manner that fosters trust and builds the partners' capacity to sustain a long-term collaborative approach.

Describe how the approach will create positive social and/or physical conditions, community resources, and economic opportunities that can be a resource for those at risk to commit violence or be victims of violence.

Describe how the applicant will meaningfully engage with victims/survivors of violence and incorporate their knowledge and experience into the program's development and/or implementation.

Include a comprehensive timeline/project plan that identifies milestones, numerically lists deliverables, and identifies who is responsible for each activity. The timeline/project plan should clearly connect to proposed strategies.

Describe how the applicant will strategically leverage federal, state, local, and tribal funding to ensure the sustainability of this effort with neighborhood partners to demonstrate the long-term commitment to CVI strategies.

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 the removal of barriers to access and opportunity for communities that have been historically underserved, marginalized, and adversely affected by inequality, and identify how the project design and implementation will specifically incorporate the input or participation of these communities.

c. Capabilities and Competencies

Describe the experience and capability of the applicant organization and any contractors or subgrantees that the applicant will use to implement and manage this effort and its associated federal funding. Highlight any previous experience implementing programs of similar design or magnitude.

Describe experience working directly with and for underserved and marginalized communities, including specific experience serving communities experiencing high rates of violence.

Describe experience working directly with victims/survivors of violence.

Describe the roles and responsibilities of the staff and explain the program's organizational structure and operations. Applicants should include a copy of an organizational chart showing how the organization operates, including who manages the finances; how the organization manages subawards, if there are any; and the management of the program proposed for funding. Management and staffing patterns should be clearly connected to the program design described in the previous section.

Include all relevant letters of support/MOUs and résumés/CVs.

If the applicant is seeking priority consideration under Priority 1(B), it should describe within this section how being a culturally specific organization (or funding a culturally specific subrecipient organization at a minimum of 40% of the project budget) will enhance its ability to implement the proposed project(s), should also specify which populations are intended or expected to be served or have their needs addressed under the proposed project(s), and should include the website address (if applicable) and formal or informal mission statement or principles of the culturally specific organization.

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

Identify the criteria that will determine how and if the objectives have been successfully met, one or more specific measurable outcome(s), and the data sources that will be used to determine whether or not the outcome(s) was accomplished.

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 that will be used to accurately report data.

Note: An applicant is **not** required to submit performance data with the application. Rather, performance measure information is included as a notification that award recipients will be required to submit performance data as part of each award's reporting requirements. Some measures are presented as examples, while others are the exact measures that every recipient will be expected to address.

OJP will require each award recipient 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 Categories 1–2 can be found at: https://bja.ojp.gov/funding/performance-measures/CVIPI-Performance-Measures.pdf.

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

Category 3

a. Description of the Issue

Describe the nature and scope of the problem that the program will address (e.g., violence, including group/gang-related violence). The applicant should use data to provide evidence that the problem exists, demonstrate the size and scope of the problem, and document the effects of the problem on the target population and communities across the state. This discussion should include the data on the number of homicides and homicides per capita, as well as data and context related to non-fatal shootings. Any data or research referenced in the narrative should include the source of the data and/or a citation.

Provide a thorough understanding of CVI strategies.

Describe the challenges that the state and its local and community partners face in planning and implementing CVI strategies and community-oriented cross-sector initiatives and the areas of need to build capacity.

Describe the challenges that the state and its local and community partners face in using data and research to develop effective community-oriented CVI strategies.

Describe the challenges in leveraging tools and strategies across several areas of expertise and responsibility for comprehensively addressing community safety issues that can be a barrier to developing long-term community stability.

b. Project Design and Implementation

Describe the state's role in supporting efforts to address community violence and to support targeted efforts to address it where the community violence is concentrated. Identify approaches for designing and implementing strategies consistent with this role and the defined deliverables.

Include a comprehensive timeline/project plan that identifies milestones, numerically lists deliverables, and identifies who is responsible for each activity. The timeline/project plan should clearly connect to the proposed strategies.

Demonstrate a well-thought-out plan for transferring knowledge and lessons learned from the CVI strategies to local and community partners in the state and for the field.

Describe how the applicant will identify and assess the training and technical assistance needs of the targeted subrecipients in the state.

If the applicant is seeking priority consideration for Priority 1A, 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

Describe the state's management structure and outline the organization's ability to conduct the individual activities. Describe the staff's experience, and how the organization will recruit and partner with individuals and other organizations with the expertise to enhance the organization and staff's experience in managing TTA for local level programs. Include position descriptions for the key positions.

Describe the organization's expertise and experience in managing subawards for multiple projects.

If applicable, describe the organization's expertise in delivering and implementing state-led TTA on violence reduction, CVI strategies, community engagement and trust building, revitalization, and community-oriented strategies in urban, rural, and tribal jurisdictions.

If the applicant is seeking priority consideration under Priority 1(B), it should describe within this section how funding a culturally specific subrecipient organization at a minimum of 40% of the project budget will enhance its ability to implement the proposed project(s) and should also specify which culturally specific populations are intended or expected to be served or have their needs addressed under the proposed project(s).

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

Describe the process the applicant will use to measure project performance. This should include measures for adhering to the project timeline, meeting deliverable schedules, obtaining input from customers, and seeking feedback from stakeholders.

Identify what data will be collected, who will be responsible for collecting and reporting the data, who is responsible for the accuracy of the performance data, how the data will be stored, how any personally identifiable information (PII) will be protected, and how the information will be used to guide the provision of TTA.

Describe how these efforts can help to advance the capacity of the state to track and respond to violent crime.

Note: An applicant is **not** required to submit performance data with the application. Rather, performance measure information is included as a notification that award recipients will be required to submit performance data as part of each award's reporting requirements. Some measures are presented as examples, while others are the exact measures that every recipient will be expected to address.

OJP will require each award recipient 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 can be found at: https://bja.ojp.gov/funding/ performance-measures/CVIPI-Performance-Measures.pdf.

Category 4

a. Description of the Issue

Provide a thorough understanding of CVI strategies as well as the challenges grassroots organizations experience in obtaining funding for their programs.

Describe the challenges communities face in planning and implementing CVI strategies and community-oriented cross-sector initiatives and the need for TTA.

Describe the challenges of using data and research to develop effective community-oriented CVI strategies.

Describe the challenges in leveraging tools and strategies across several areas of expertise and responsibility for comprehensively addressing community safety issues that can be a barrier to developing long-term community stability.

b. Project Design and Implementation

Identify strategies for designing and implementing the deliverables. Describe the proposed

criteria for selection of CBOs which will respond to the goal and objectives of the solicitation.

Include a comprehensive timeline/project plan that identifies milestones, numerically lists deliverables, and identifies who is responsible for each activity. The timeline/project plan should clearly connect to proposed strategies.

Demonstrate a well-thought-out plan for transferring knowledge and lessons learned from CVI strategies to the field.

Describe how the applicant will identify and assess the training and technical assistance needs of the targeted recipients.

Describe a comprehensive plan for working with BJA to make and manage the subawards.

If the applicant is seeking priority consideration for Priority 1A, 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

Describe the organization's ability to provide proactive, comprehensive, user-friendly TTA by developing protocols for the assessment of need and delivery of technical assistance, as well as tracking, evaluation, and follow-up.

Describe the organization's expertise and experience in managing subawards for multiple projects.

Describe the expertise of the applicant and any subject matter experts to provide technical assistance to CBOs in implementing data-driven, research-based assessment and planning processes. This should include information on the applicant's plan to include a diverse team of staff, trainers, and/or SMEs who reflect a mix of experiences and perspectives to be able to effectively reach the communities and practitioners that they will serve.

Describe the organization's expertise in delivering and implementing TTA on violence reduction, CVI strategies, community engagement and trust building, revitalization, and community-oriented strategies in urban, rural, and tribal jurisdictions. Attachments with examples of prior work should document this expertise.

Provide examples of the organization's experience in using TTA strategies that include developing tools and resources, using distance learning, peer-to-peer consultations, and onsite and offsite technical assistance.

List the consultants or partners with whom the organization plans to work to deliver TTA services. For each consultant or partner, include a letter of support.

Describe the management structure and outline the organization's ability to conduct the individual activities. Describe the staff's experience, and how the organization will recruit and partner with individuals and other organizations with the expertise to enhance the organization and staff's experience in developing and providing TTA. Include position descriptions for the key

positions.

If the applicant is seeking priority consideration under Priority 1(B), it should describe within this section how being a culturally specific organization (or funding a culturally specific subrecipient organization at a minimum of 40% of the project budget) will enhance its ability to implement the proposed project(s) and should also specify which culturally specific populations are intended or expected to be served or have their needs addressed under the proposed project(s).

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

Describe the process the applicant will use to measure project performance. This should include measures for adhering to project timelines, meeting deliverable schedules, obtaining input from customers, and seeking feedback from stakeholders.

Identify what data will be collected, who will be responsible for collecting and reporting the data, who is responsible for the accuracy of the performance data, how the data will be stored, how any personally identifiable information (PII) will be protected, and how the information will be used to guide the provision of TTA.

Note: An applicant is **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 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 Category 4 can be found at Training and Technical Assistance (TTA) Reporting Portal TTA and Deliverable Performance Metrics Extract from Data Dictionary (ojp.gov).

Category 4 award recipients will be required to submit performance measurement data in the TTA Reporting Portal and separately submit a semi-annual performance reports 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.

Goal, Objective and Deliverables

The applicant will submit the project's goals, objectives, and deliverables in the JustGrants web-based form. The applicant will also enter the projected fiscal year and quarter that each objective and deliverable will be completed. Please refer to the Application Submission Job Aid for step-by-step directions.

Goals. The applicant should describe the project's intent to change, reduce, or eliminate the problem noted in the previous section and outline the project's goals.

Program Objectives. The applicant should explain how the program will accomplish its goals.

Objectives are specific, quantifiable statements of the project's desired results. They should be measureable and clearly linked to the goal.

Deliverables. Project deliverables refer to outputs—tangible or intangible—that are submitted within the scope of a project.

Budget and Associated Documentation

Budget Worksheet and Budget Narrative (Web-based Form)

The applicant will complete the JustGrants web-based budget form. For additional information, see the OJP Grant Application Resource Guide and the Complete the Application in JustGrants – Budget training.

If the applicant is seeking priority consideration under Priority 1(A) and has proposed activities (such as community or stakeholder meetings, community outreach or public awareness campaigns, community participation in project design, implementation, or evaluation, etc.) to incorporate the input and participation of communities that have been historically underserved, marginalized, and adversely affected by inequality, financial support for the identified activities and participation must be reflected in the web-based budget form.

If the applicant is seeking priority consideration under Priority 1(B) based on the identification of at least one proposed subrecipient as a culturally specific organization, the proposed funding for the subrecipient in the web-based budget form **must reflect a minimum of 40% of award funding.** The budget narrative must also describe how the activities that will be funded with the (minimum) 40% of award funding provided to the subrecipient **specifically relate to the priority consideration requested** and described in the Capabilities and Competencies section of the application.

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

See the section on Costs Requiring Prior Approval in the DOJ Grants Financial Guide Post Award Requirements for more information.

Indirect Cost Rate Agreement (if applicable)

If applicable, the applicant will upload their indirect cost rate agreement as an attachment in JustGrants. See the OJP Grant Application Resource Guide for more information on indirect costs.

Consultant Rate

See the DOJ Grants Financial Guide for information on the consultant rates which require prior approval from OJP.

Limitation on Employee Compensation; Waiver

See the OJP Grant Application Resource Guide for information on the Limitation on Use of

Award Funds for Employee Compensation for Awards over $250,000; Waiver.

Financial Management and System of Internal Controls Questionnaire (including applicant disclosure of high-risk status)

The applicant will download the questionnaire, complete it, and upload 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.

Memoranda of Understanding (MOUs) and Other Supportive Documents

Applicants should include an attachment labeled "CVIPI Team" with the names of the participants on the working group team and the names of their agencies.

Each applicant is strongly encouraged to submit, as part of its application, an MOU signed by each individual, organization, or agency partnered on the program. For sample MOUs, please visit: https://www.lisc.org/our- initiatives/safety-justice/cbcr/resources/tools-templates/ memorandum-understanding/. Each MOU should:

> Describe each partner's financial and programmatic commitment.

> Describe how each partner's existing vision and current activities align with those of the CVIPI team.

> Be signed by the applicant and one or more key partners in the program. If the applicant is a unit of government (state, local, or tribal), the MOU must be signed by at least one CVI service provider or CBO.

If submitting a joint application, applicants should provide signed and dated letters of support or MOUs for all the key partners that include the following:

> Expression of support for the program and a statement of willingness to participate and collaborate with it.

> Description of the partner's current role and responsibilities in the planning process and expected responsibilities when the program is operational.

> Estimate of the percentage of time that the partner will devote to the planning and operation of the project.

Additional Application Components

The applicant will attach the additional requested documentation in JustGrants.

Curriculum Vitae or Resumes

Provide resumes of key personnel.

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 upload the tribal authorizing documentation as an attachment in JustGrants. See the OJP Grant Application Resource Guide for information on tribal authorizing resolutions.

Timeline Form

Applicants should submit as an attachment a realistic timeline or milestone chart that indicates major tasks associated with the goals and objectives of the program, assigns responsibility for each, and plots completion of each task by month or quarter for the duration of the award, using "Year 1," "Month 1," "Quarter 1," etc., not calendar dates (see Sample Timelines). Applicants should submit the timeline as a separate attachment. Upon receipt of an award, the recipient may revise the timeline, based on the training and technical assistance that OJP will provide.

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 upload documentation of its research and evaluation independence and integrity as an attachment in JustGrants. For additional information, see the OJP Grant Application Resource Guide.

Human Subjects Protection

Applicants coordinating with an NIJ evaluation application are encouraged to review the human subjects and privacy requirements for OJP-funded awards. For more information, see OJP's Standard Forms & Instructions at: https://www.ojp.gov/funding/apply/forms and Other Application Requirements at: https://www.ojp.gov/funding/apply/other-application-requirements

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. Once the applicant submits in Grants.gov, this information will pre-pend into JustGrants. 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; Drug-Free Workplace Requirements; Law Enforcement and Community Policing

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

Applicant Disclosure and Justification - DOJ High Risk Grantees

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; 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

Registration: Before submitting an application, all applicants must register with the System for Award Management (SAM). You must renew and validate your registration every 12 months. If you do not renew your SAM registration, it will expire. An expired registration can delay or prevent application submission in Grants.gov and JustGrants. Registration and renewal can take up to 10 business days to complete.

Submission: Applications must be submitted to DOJ electronically through a two-step process via Grants.gov and JustGrants.

Step 1: After registering with SAM, the applicant must submit the **SF-424** and **SF-LLL** in Grants.gov at https://www.grants.gov/web/grants/register.html by the Grants.gov deadline. **Submit the SF-424 and SF-LLL as early as possible, but no later than 48 hours before the Grants.gov deadline**. If an applicant fails to submit in Grants.gov, they will be unable to apply in JustGrants.

Step 2: The applicant must then submit the **full application**, including attachments, in JustGrants at JustGrants.usdoj.gov by the JustGrants deadline.

Within 24 hours after receipt of confirmation emails from Grants.gov, the individual in Section 8F of the SF-424 will receive an email from DIAMD-NoReply@usdoj.gov with instructions on how to create a JustGrants account. Register the Entity Administrator and the Application Submitter

with JustGrants as early as possible but no later than 48-72 hours before the JustGrants deadline. Once registered in JustGrants, the Application Submitter will receive an emailed link to complete the rest of the application in JustGrants. The Entity Administrator also will need to log into JustGrants to review and invite the applicant's Authorized Representative(s) before an application can be submitted.

Submit the complete application package in JustGrants at least 24 – 48 hours prior to the JustGrants deadline. Some of the application components will be entered directly into JustGrants, and others will require uploading attached documents. Therefore, applicants will need to allow ample time before the JustGrants deadline to prepare each component. Applicants may save their progress in the system and revise the application as needed prior to hitting the Submit button at the end of the application in JustGrants.

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 May 18, 2023 8:59 PM ET

The **full application** must be submitted in JustGrants by May 25, 2023 8:59 PM ET

OJP urges applicants to submit their Grants.gov and JustGrants submissions prior to the due dates with sufficient time to correct any 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. Failure to begin the SAM.gov, Grants.gov, or JustGrants registration process in sufficient time (i.e., waiting until the date identified in this solicitation) is not an acceptable reason for late submission.

Experiencing Unforeseen Technical Issues Preventing Submission of an Application

OJP will only consider requests to submit an application after the deadline when the applicant can document that a technical issue with a government system prevented application submission.

If an applicant misses a deadline due to unforeseen technical issues with SAM.gov, Grants.gov, or JustGrants, the applicant may request a waiver to submit an application after the deadline. However, the waiver request will not be considered unless it includes a tracking number generated when the applicant contacts the applicable service desks to report technical difficulties. Tracking numbers are generated automatically when an applicant emails the applicable service desks; and for this reason applicants are encouraged to email the appropriate service desk, even if they also intend to call the service desk for phone support. Experiencing wait times for phone support does not relieve the applicant of the responsibility of getting a tracking number.

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

- SAM.gov - contact the SAM Help Desk (Federal Service Desk), Monday – Friday from 8 a.m. to 8 p.m. ET at 866-606-8220.

- Grants.gov - contact the Grants.gov Customer Support Hotline, 24 hours a day, 7 days a week, except on federal holidays, at 800-518-4726, 606-545-5035, or support@grants.gov.
- JustGrants - contact the JustGrants Service Desk at JustGrants.Support@usdoj.gov or 833-872-5175, Monday – Friday from 7 a.m. to 9 p.m. ET and Saturday, Sunday, and Federal holidays from 9 a.m. to 5 p.m. ET.

If an applicant has technical issues with SAM.gov or Grants.gov, the applicant must contact the OJP Response Center at grants@ncjrs.gov within **24 hours of the Grants.gov deadline** to request approval to submit after the deadline.

 If an applicant has technical issues with JustGrants that prevent application submission by the deadline, the applicant must contact the OJP Response Center at grants@ncjrs.gov within 24 hours of the JustGrants deadline to request approval to submit after the deadline.

 Waiver requests sent to the OJP Response Center must -

- describe the technical difficulties experienced,
- include a timeline of the applicant's submission efforts (e.g., date and time the error occurred, date and time of actions taken to resolve the issue and resubmit; and date and time support representatives responded),
- include an attachment of the complete grant application and all the required documentation and materials,
- include the applicant's Unique Entity Identifier (UEI), and
- include any SAM.gov, Grants.gov, and JustGrants Service Desk tracking numbers documenting the technical issue.

OJP will review each waiver request and the required supporting documentation and notify the applicant whether the request for late submission has been approved or denied. An applicant that does not provide documentation of a technical issue or that does not submit a waiver request within the required time period will be 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

Merit Review Criteria

Applications under Categories 1–3 that meet the basic minimum requirements will be evaluated by peer reviewers on how the proposed project/program addresses the following criteria:

Statement of the Problem/Description of the Issue (20%) - evaluate the applicant's understanding of the program/issue to be addressed.

Project Design and Implementation (40%) - evaluate the adequacy of the proposal,

including the goals, objectives, timelines, milestones, and deliverables.

Capabilities and Competencies (25%) - evaluate the applicant's administrative and technical capacity to successfully accomplish the goals and objectives.

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.

Budget (10%) - evaluate for completeness, cost effectiveness, and allowability (e.g., reasonable, allocable, and necessary for project activities).

Applications in Category 4 that meet the basic minimum requirements will be evaluated by peer reviewers on how the proposed project/program addresses the following criteria:

Statement of the Problem/Description of the Issue (15%) - evaluate the applicant's understanding of the program/issue to be addressed.

Project Design and Implementation (35%) - evaluate the adequacy of the proposal, including the goals, objectives, timelines, milestones, and deliverables.

Capabilities and Competencies (35%) - evaluate the applicant's administrative and technical capacity to successfully accomplish the goals and objectives.

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.

Budget (10%) - evaluate for completeness, cost effectiveness, and allowability (e.g., reasonable, allocable, and necessary for project activities).

Other Review Criteria/Factors

Other important considerations for BJA include geographic diversity, strategic priorities (specifically including, but not limited to, those priority areas already mentioned, if applicable), available funding, past performance, and the extent to which the Budget Web-Based form accurately explains 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 entity. Among other things to help assess whether an applicant with one or more prior federal awards has a satisfactory record of performance, integrity, and business ethics, OJP checks whether the applicant entity 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 entity 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 its organization 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 entity.

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

Generally, award notifications are made by the end of the current Federal fiscal year, September 30th. 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 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 more

information.

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. 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), contact information for Grants.gov, and 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

A list of performance measure questions for Categories 1–3 can be found at: https://bja.ojp.gov/ funding/performance-measures/CVIPI-Performance-Measures.pdf and for Category 4 at: Training and Technical Assistance (TTA) Reporting Portal TTA and Deliverable Performance Metrics Extract from Data Dictionary (ojp.gov).

Application Checklist

BJA FY23 Office of Justice Programs Community Based Violence Intervention and Prevention Initiative

This application checklist has been created as an aid in developing an application. For more information, reference the OJP Application Submission Steps in the OJP Grant Application Resource Guide and the DOJ Application Submission Checklist.

Pre-Application

Before Registering in Grants.gov:

- Acquire or renew your Entity's System Award Management (SAM) Registration Information (see OJP Grant Application Resource Guide)

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)

Find the Funding Opportunity

- Search for the funding opportunity in Grants.gov using the opportunity number, assistance listing number, or keyword(s)

- Select the correct Competition ID

- 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)

Review the Overview of Post-Award Legal Requirements

- Review the "Overview of Legal Requirements Generally Applicable to OJP Grants and Cooperative Agreements - FY 2023 Awards" in the OJP Funding Resource Center.

Review the Scope Requirement

- The federal amount requested is within the allowable limit(s) of $2,000,000 for Categories 1 and 2 and $4,000,000 for Categories 3 and 4.

Review Eligibility Requirement:

- Review the Eligibility section on the cover page and Eligibility Information section in the solicitation.

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Application Step 1
Submit the **SF-424** and **SF-LLL** in Grants.gov

- In Section 8F of the SF-424, include the name and contact information of the individual **who will complete the application in JustGrants and the SF-LLL in Grants.gov**

- Submit Intergovernmental Review (if applicable)

Within 48 hours after the SF-424 and SF-LLL submission in Grants.gov, receive four (4) Grants.gov email notifications:

- a submission receipt

- a validation receipt

- a grantor agency retrieval receipt

- an agency tracking number assignment

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

- Contact Grants.gov Customer Support Hotline at 800-518-4726, 606-545-5035, <u>Grants.gov customer support</u>, or <u>support@grants.gov</u> regarding technical difficulties (see OJP Grant Application Resource Guide)

Within 24 hours after receipt of confirmation emails from Grants.gov, the individual in Section 8F of the SF-424 will receive an email from JustGrants with login instructions.

- Proceed to Application Step 2 and complete application in JustGrants

Application Step 2

Submit the following information in JustGrants:

Application Components

- Standard Applicant information (SF-424 information from Grants.gov)

- **Proposal Abstract***

- **Proposal Narrative***

Budget and Associated Documentation

- **Budget Web-Based form***

- Indirect Cost Rate Agreement (if applicable) (see <u>OJP Grant Application Resource Guide</u>)

- Financial Management and System of Internal Controls Questionnaire (see <u>OJP Grant Application Resource Guide</u>)

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)

- **Timeline***

- Memorandum of understanding (if applicable)

- Résumés of key personnel (if applicable)

- List of procurement contracts (if applicable)

- Organizational chart (if applicable)

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)

**Note: Items designated with an asterisk must be submitted for an application to meet the basic minimum requirements review. If OJP determines that an application does not include the designated items, it will neither proceed to peer review, nor receive further consideration.*

Review, Certify and Submit Application in JustGrants

- Any validation errors will immediately display on screen after submission.

- Correct validation errors, if necessary, and then return to the "Certify and Submit" screen to submit the application. Access the Application Submission Validation Errors Quick Reference Guide for step-by-step instructions to resolve errors prior to submission.

- Once the application is submitted and validated, a confirmation message will appear at the top of the page. Users will also receive a notification in the "bell" alerts confirming submission.

If no JustGrants application submission confirmation email or validation is received, or if error notification is received:

- Contact the JustGrants Service Desk at 833-872-5175 or JustGrants.Support@usdoj.gov regarding technical difficulties. See the OJP Grant Application Resource Guide for

additional information.

Standard Solicitation Resources

OJP Grant Application Resource Guide provides guidance to assist OJP grant applicants in preparing and submitting applications for OJP funding.

DOJ Grants Financial Guide serves as the primary reference manual to assist award recipients in fulfilling their fiduciary responsibility to safeguard grant funds and to ensure funds are used for the purposes for which they were awarded. It compiles a variety of laws, rules and regulations that affect the financial and administrative management of DOJ awards. This guide serves as a starting point for all award recipients and subrecipients of DOJ grants and cooperative agreements in ensuring the effective day-to-day management of awards.

JustGrants Resources Website is an entryway into information about JustGrants and the grants management system itself. Through this portal both award recipients and applicants can access training resource and user support options, find frequently asked questions and sign-up for the JustGrants Update e-newsletter.

JustGrants Application Submission Training Page offers helpful information and resources on the application process. This training page includes e-learning videos, reference guides, checklists and other resources to help applicants complete an application.

Virtual Q&A Sessions are advertised here and provide opportunities for users to receive topic-specific training, direct technical assistance and support on JustGrants system functionality.