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

Solicitation Title: BJA FY24 Office of Justice Programs Community Based Violence Intervention and Prevention Initiative Site-Based
Assistance Listing Number: 16.045
Grants.gov Opportunity Number: O-BJA-2024-172063
Solicitation Release Date: April 3, 2024
Step 1: Application Grants.gov Deadline: 8:59 p.m. Eastern Time on May 30, 2024
Step 2: Application JustGrants Deadline: 8:59 p.m. Eastern Time on June 10, 2024

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Synopsis

Program Description Overview

The U.S. Department of Justice (DOJ), Office of Justice Programs (OJP), Bureau of Justice Assistance (BJA) is seeking applications for funding.

OJP is committed to advancing work that promotes civil rights and equity, increases access to justice, supports crime victims and individuals impacted by the justice system, strengthens community safety, protects the public from crime and evolving threats, and builds trust between law enforcement and the community.

With this solicitation, OJP seeks to prevent and reduce violent crime in communities by supporting comprehensive, evidence-based community-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 the Community Based Violence Intervention and Prevention Initiative (CVIPI), working in partnership with the Office of Juvenile Justice and Delinquency Prevention (OJJDP) and the Office for Victims of Crime (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 as 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 project.

This program furthers DOJ's mission to uphold the rule of law, to keep our country safe, and to protect civil rights.

Funding Category

There are a total of four funding categories under this solicitation.

Competition ID	Competition Title (Category Name)	Expected Number of Awards	Dollar Amount for Award	Performance Start Date	Performance Duration (Months)
C-BJA-2024-00029-PROD	Category 1: CVIPI Site-based: Community-Based/Tribal Organizations	8-12	Up to $2,000,000	10/1/2024	36 months
C-BJA-2024-00030-PROD	Category 2: CVIPI Site-based: City/County/Tribal Governments	8-12	Up to $2,000,000	10/1/2024	36 months
C-BJA-2024-00031-PROD	Category 3: CVIPI Site-based: State Governments	4-5	$4,000,000	10/1/2024	36 months
C-BJA-2024-00032-PROD	Category 4: CVIPI Site-based: Capacity Building for Community-Based Organizations via Intermediary Organizations	3-4	$4,000,000	10/1/2024	36 months

- **Categories 1 and 2** focus on local or tribal community violence intervention (CVI) projects led by either community-based organizations (CBO) 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 intermediary organizations seeking to provide intensive training and technical assistance, oversight, and subawards to build the capacity of local CBOs.

CBOs and units of local government, such as mayoral and county executive offices, have shown to be well suited to implement CVI strategies. OJP strongly encourages applications from these entities, but other eligible local government agencies may also apply.

Eligibility
Category 1:
- Nonprofits having a 501(c)(3) status with the IRS, other than institutions of higher education
- Nonprofits that do not have a 501(c)(3) status with the IRS, other than institutions of higher education
- Native American tribal organizations (other than federally recognized tribal governments)
- For-profit organizations other than small businesses
- Small businesses
- Public housing authorities/Indian housing authorities

Category 2:
- City or township governments
- County governments
- Special district governments
- Native American tribal governments (federally recognized)
- Other: Other units of local government, such as towns, boroughs, parishes, villages, or other general purpose political subdivisions of a State

Category 3:
- State governments

Category 4:
- 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

An applicant may submit more than one application, if each application proposes a different project in response to the solicitation. Also, an entity may be proposed as a subrecipient (subgrantee) in more than one application.

BJA will consider applications under which two or more entities (project partners) would carry out the federal award; however, only one entity may be the applicant for the solicitation. Any others must be proposed as subrecipients (subgrantees). See the Application Resource Guide for additional information on subawards.

BJA may choose to fund applications submitted under this FY 2024 solicitation in future fiscal years, dependent on, among other considerations, the merit of the applications and the availability of appropriations.

Agency Contact Information

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

For procedures related to unforeseen technical issues beyond the control of the applicant that impact submission by the deadlines, see the "How To Apply" section, Experiencing Unforeseen Technical Issues.

For assistance with submitting the Application for Federal Assistance standard form (SF-424) and a Disclosure of Lobbying Activities (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 is open 24 hours a day, 7 days a week, except on federal holidays.

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 from 7:00 a.m. to 9:00 p.m. ET Monday–Friday and from 9:00 a.m. to 5:00 p.m. ET on Saturday, Sunday, and federal holidays.

Pre-Application Information Session

On April 25, 2024, at 1 p.m. ET, BJA personnel will hold a webinar to provide a detailed overview of this solicitation and allow interested applicants to ask questions. Register to participate. The session will be recorded and available on the BJA Funding Webinars page once ready.

Application Submission Information

Registration

Before submitting an application, an applicant must have a registration in the System for Award Management (SAM.gov).

For Categories 1 and 4: The SAM.gov registration is required for a person applying on behalf of a small business (company). The business should obtain an Employer Identification Number (EIN) and not apply using a social security number: IRS Apply for an Employer Identification Number (EIN) Online.

Submission

Applications must be submitted to DOJ electronically through a two-step process that begins in Grants.gov and is completed in JustGrants. See the Submission Dates and Time section for the Grants.gov and JustGrants application deadlines.

Step 1: The applicant must register for this opportunity in Grants.gov at https://grants.gov/register and submit by the Grants.gov deadline the required Application for Federal Assistance standard form (SF-424) and a Disclosure of Lobbying Activities (SF-LLL). See the Submission Dates and Time section for application deadlines.

Step 2: The applicant must submit the **full application,** including attachments, in JustGrants at JustGrants.usdoj.gov by the JustGrants application deadline. See the Submission Dates and Time section for application deadlines.

Program Description

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BJA is administering the Community Based Violence Intervention and Prevention Initiative (CVIPI), working in partnership with the [Office of Juvenile Justice and Delinquency Prevention](#) (OJJDP) and the [Office for Victims of Crime](#) (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 as 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 project.

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Statutory Authority

Any awards under this solicitation would be made under statutory authority provided by a full-year appropriations act for FY 2024. As of the writing of this solicitation, the Department of Justice is operating under a short-term "Continuing Resolution;" no full-year appropriation for the Department has been enacted for FY 2024.

Specific Information

In May 2021, the DOJ released its [Comprehensive Strategy for Reducing Violent Crime](#). One feature of the strategy is its focus on the benefits of investing in community-based violence prevention and intervention programs. The strategy also emphasizes 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 Prevent and Respond to Gun Crime and Ensure Public Safety](#), which featured 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. CVI strategies are also featured in OJP's [Violent Crime Reduction Roadmap](#), released in December 2023.

CVI 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.

Community violence generally happens in public spaces. 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-level trauma. 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**. Most community violence involves a relatively small number of people — whether youth or adult — as the parties who carry out violence and/or become its victims. There is no single risk factor that predicts who will engage in and/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 the highest risk for violence will vary from one individual to another, but examples might include individuals with a history of violent victimization or perpetration. Other risk factors should also be considered such as substance use disorder, housing instability, and detrimental coping behaviors. CVI strategies funded through this solicitation may work in coordination with other community violence 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-based 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. To learn more about CVI strategies and see a full list of grants funded under this initiative in FY 2022 and FY 2023, visit OJP's Community Violence Intervention and Prevention Initiative website. Visit OJP's interactive awards map or BJA's website for a description of awards funded under this initiative in FY 2022 and FY 2023.

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.

CVIPI is not designed to support violence reduction strategies that focus solely or primarily on prevention efforts and/or models that serve a broader at-risk population. CVIPI will consider school-based programs if they are attached to a larger strategy that targets the highest risk individuals. OJP recognizes the importance of these strategies, however, this solicitation is focused on reaching individuals at highest risk of violence who are often resistant to and/or not eligible to be served in other programs. Applicants proposing school-based or other violence prevention strategies are encouraged to look at other OJP funding opportunities to consider whether these are a better fit. These programs include BJA's STOP School Violence Program, OJJDP's Enhancing School Capacity to Address Youth Violence, OJJDP's Strategies to Support Children Exposed to Violence, and OJJDP's Mentoring for Youth in the Juvenile Justice System.

CATEGORIES 1 and 2
Category 1: CVIPI for Community Based/Tribal Organizations: Competition ID: C-BJA-2024-00029-PROD
Category 2: CVIPI for City/County/Tribal Governments: Competition ID: C-BJA-2024-00030-PROD
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.

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.

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](#).

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 [CVIPI 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, select CVI strategies, and work with a research partner.

Award recipients under Categories 1 and 2 will be expected to work with and TTA from the OJP-funded TTA provider.

Evaluation of Category 1 and 2 CVIPI Awards
To further the goal of rigorously evaluating CVIPI projects, 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 2024](#), which 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. Applicants who originally received OJP CVIPI programmatic funding in FY22 and are requesting additional FY24 funds to increase program implementation, outcomes, and sustainability are particularly encouraged to partner with an external evaluator applying for funds under the NIJ solicitation. These applicants must not have previously partnered with NIJ funded evaluators in FY22 or FY23.

Because 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 sharing information 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, as well as 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 and Other Application Requirements.

CATEGORY 3
Category 3: CVIPI for State Governments: Competition ID: C-BJA-2024-00031-PROD
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.

Award recipients under Category 3 will be able to access TTA from OJP-funded TTA provider(s) to deliver supports 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 CBOs via Intermediary Organizations: Competition ID: C-BJA-2024-00032-PROD
CBOs 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 the highest-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 or region, or it may have a broader national scope. 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.

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 responsive 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 OJP Community Based Violence Intervention and Prevention Initiative webpage provides key information regarding the initiative. BJA's website also includes additional 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 the following:

- The CVIPI Resource and Field Support Center (the Center) offers technical assistance to CBOs, tribal organizations, city, county, and tribal governments that are interested in pursuing CVI strategies but are currently not funded by CVIPI. The Center's resource library that provides resources and tools to support communities looking to plan and/or implement CVI approaches and TTA support from professionals experienced in community-based violence intervention and prevention work.
- 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. Resources from this program are available from LISC and IACP.
- 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, 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 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 for Victim Services to assess an organization's current capacity as a vicarious, trauma-informed organization, and 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.
- The National Center on Restorative Justice provides educational resources about the implementation of restorative justice practices.

Solicitation Goals, Objectives, and Deliverables

Goals

The main goal of CVIPI is the prevention and reduction of violent crime in communities by supporting comprehensive, evidence-based community violence intervention and prevention programs.

Objectives

- Reduce community-based violence by focusing violence intervention and prevention programs on the individuals at highest risk for violence.
- Increase the collaboration between multidisciplinary stakeholders and the capacity of these partners to access and use data to assess the drivers of violence in the community and identify evidence-informed CVI strategies appropriate to address the violence.
- Build capacity of community CVI organizations to implement CVI strategies, collaborate with community partners and stakeholders, and identify sources of funding to sustain programs over time.
- Increase the evidence base of what works and best practices in CVI and prevention programs.
- Increase the opportunities for community violence survivors to be gainfully employed in CVI programs and to enhance career paths for CVI outreach workers.

For information about what the applicant needs to submit regarding Goals, Objectives, and Deliverables, please see the How to Apply section on the Application Goals, Objectives, Deliverables, and Timeline Web-Based Form.

Priority Areas

In order to further OJP's mission, OJP will provide priority consideration when making award decisions to the following:

1A. Applications that propose project(s) that are designed to meaningfully advance equity and remove barriers to accessing services and opportunities for communities that have been historically underserved, marginalized, adversely affected by inequality, and disproportionately impacted by crime, violence, and victimization.

To receive this consideration, the applicant must describe how the proposed project(s) will address identified inequities **and** contribute to greater access to services and opportunities for communities that have been historically underserved, marginalized, adversely affected by inequality, and disproportionately impacted by crime, violence, and victimization. Project activities under this consideration may include but are not limited to the following: improving victim services, justice responses, prevention initiatives, reentry services and other parts of an organization's or community's efforts to advance public safety. Applicants should propose activities that address the cultural (and linguistic, if appropriate) needs of communities, outline how the proposed activities will be informed by these communities, and implement culturally responsive and inclusive outreach and engagement.

1B. 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 percent** of the requested award funding, as demonstrated in the Budget web-based form) are a *population specific organization* that serves communities that have been

historically underserved, marginalized, adversely affected by inequality, and disproportionately impacted by crime, violence, and victimization.

For purposes of this solicitation, population specific organizations are nonprofit, nongovernmental, or Tribal organizations that primarily serve members of a specific underserved population and have demonstrated experience and expertise providing targeted services to members of that specific underserved population.

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

2. Applicants that can demonstrate existing partnerships with multidisciplinary team stakeholder members—that is, letters of commitment and/or memorandums of understanding (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 2024](#)."

4. Applications from communities with documented high and/or increasing levels of homicides per capita. Applicants should include documentation of evidence demonstrating high or increasing homicides per capita 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

Awards, Amounts, and Durations

Anticipated Number of Awards: 32
- Categories 1 and 2: 8-12
- Category 3: 4-5
- Category 4: 3-4

Anticipated Maximum Dollar Amount per Award:
- Categories 1 and 2: anticipated maximum amount $2,000,000
- Categories 3 and 4: anticipated maximum amount $4,000,000

Period of Performance Start Date: October 1, 2024
Period of Performance Duration (Months): 36
Anticipated Total Amount to Be Awarded Under This Solicitation: $72,000,000

Continuation Funding Intent

OJP may, in certain cases, provide additional funding in future years to awards made under this funding opportunity through continuation awards. OJP will consider, among other factors, OJP's

strategic priorities, a recipient's overall management of the award, and the progress of the work funded under the award, when making continuation award decisions.

Availability of Funds

This funding opportunity, and awards under this funding opportunity, are subject to the availability of funding and to any changes 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

OJP expects to make awards under this funding opportunity as grants and cooperative agreements. Cooperative agreements provide for OJP to have substantial involvement in carrying out award activities. See the "Administrative, National Policy, and Other Legal Requirements" section of the 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.

Cost Sharing or Matching Requirement

This funding opportunity does not require a match.

Eligibility Information

For eligibility information, see the Synopsis section.

For the purposes of this notice of funding opportunity, "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.

For the purposes of this notice of funding opportunity, other units of local government include towns, boroughs, parishes, villages, or other general purpose political subdivisions of a State.

How To Apply

Application Resources

When preparing and submitting an application, the following resources may aid prospective applicants:

1. Grants.gov "How to Apply for Grants"
2. OJP "How To Apply" section in the Application Resource Guide
3. JustGrants Application Submission Training

This solicitation (notice of funding opportunity) incorporates guidance provided in the OJP Grant Application Resource Guide (Application Resource Guide), which provides additional information for applicants to prepare and submit applications to OJP for funding. **If this solicitation requires something different from any guidance provided in the Application Resource Guide, the difference will be noted in this solicitation and the applicant is to follow the guidelines in this solicitation, rather than the guidance in the Application Resource Guide that is in conflict.**

How To Apply

Registration

Before submitting an application, all applicants must register with the System for Award Management (SAM.gov). An applicant must renew their registration every 12 months. If an applicant does not renew their SAM.gov registration, it will expire. An expired registration can delay or prevent application submission in Grants.gov and JustGrants. Applicants are encouraged to start the SAM.gov registration process at least 30 days prior to the application deadlines. Applicants who fail to begin the registration or renewal process at least 10 business days prior to the Grants.gov deadline may not complete the process in time and will not be considered for late submission.

A small business, in addition to obtaining the SAM.gov registration, should obtain an Employer Identification Number (EIN) from the Internal Revenue Service. The person applying for an award will submit the EIN value as the Tax Identification Number (TIN). The applicant should not submit their social security numbers. For additional information, including the steps to obtain an EIN: https://www.irs.gov/businesses/small-businesses-self-employed/apply-for-an-employer-identification-number-ein-online.

Submission

Applications must be submitted to DOJ electronically through a two-step process that begins in Grants.gov and is completed in JustGrants.

Step 1: After registering with SAM.gov, the applicant must submit the **SF-424** and **SF-LLL** in Grants.gov at https://grants.gov/register by the Grants.gov deadline. **To leave time to address any technical issues that may arise, an applicant should submit the SF-424 and SF-LLL as early as possible and recommended not later than 48 hours before the Grants.gov deadline**. If an applicant fails to submit in Grants.gov by the deadline, they will be unable to apply in JustGrants. Applicants can confirm Grants.gov submission by verifying their application status shows as "submitted" or "agency tracking number assigned."

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

OJP recommends that applicants submit the complete application package in JustGrants at least 48 hours prior to the JustGrants deadline. Some of the required sections of the application will be entered directly into JustGrants, and other sections will require documents to be uploaded and attached. Therefore, applicants should allow enough time before the JustGrants deadline to prepare all the requirements of the application. Applicants may save their progress in the system and add to or change the application as needed prior to hitting the "Submit" button at the end of the application in JustGrants.

An applicant will receive emails when successfully submitting in Grants.gov and JustGrants and should maintain all emails and other confirmations received from SAM.gov, Grants.gov, and JustGrants systems.

For additional information, see the "How To Apply" section in the 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 30, 2024 8:59 PM ET.

The **full application** must be submitted in JustGrants by June 10, 2024 8:59 PM ET.

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 and application process in sufficient time (i.e., waiting until the due dates identified in this solicitation for those systems to begin the application steps) is not an acceptable reason to request a technical waiver.

Experiencing Unforeseen Technical Issues Preventing Submission of an Application (Technical Waivers)
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 submission of the application on time.

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 documentation of attempts to receive technical assistance to resolve the issue prior to the application deadline. A tracking number is the most typical documentation and is 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, long call wait times for support do 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.gov Help Desk (Federal Service Desk), Monday–Friday from 8:00 a.m. to 8:00 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 7:00 a.m. to 9:00 p.m. ET and Saturday, Sunday, and federal holidays from 9:00 a.m. to 5:00 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 (provide screenshots if applicable);
- 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 (including all information listed above), 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 [Application Resource Guide](#).

Application and Submission Information

Content of Application Submission and Available Surveys

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:

- SF-424 and SF-LLL (in Grants.gov)
- Proposal Abstract (in JustGrants)
- Proposal Narrative (in JustGrants)
- Budget Web-Based Form, which includes the budget details and the budget narrative (in JustGrants)

If OJP determines that an application does not include these elements, it will not proceed to peer review and will not receive any further consideration.

Content of the 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 [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 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/2023/06/SPOC-list-as-of-2023.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."

Content of the JustGrants Application Submission

Entity and User Verification (First Time Applicant)

For first time JustGrants applicants, once the application is received from Grants.gov, DOJ will send an email (from DIAMD-NoReply@usdoj.gov) to the individual listed in Section 8F of the SF-424 with instructions on how to create a JustGrants account. This email should arrive within 24 hours after this individual receives confirmation from Grants.gov of their SF-424 and SF-LLL submissions. Register the Entity Administrator (the person who manages who can access JustGrants on behalf of the applicant), the Application Submitter, and Authorized Representative for the applicant with JustGrants as early as possible and (recommended) not later than 48-72 hours before the JustGrants deadline. Once registered in JustGrants, the Application Submitter will receive a link in an email to complete the rest of the application in JustGrants. Find additional information on JustGrants Application Submission in the [Application Resource Guide](#).

Standard Applicant 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. It should also indicate if the applicant is requesting priority consideration, and if so, what type. Abstracts will be made publicly available on the OJP and

USASpending.gov websites if the project is awarded. See the [Application Resource Guide](#) for an [example](#) of a proposal abstract.

Abstracts should also include:
- 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 1B, list who is the proposed subawardee to receive the funding and the amount of funds proposed.
- Whether 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 2024."

Data Requested With Application
The following application elements should be submitted in the web-based forms in JustGrants.

Financial Management and System of Internal Controls Questionnaire (including Applicant Disclosure of High Risk Status)
The Financial Management and System of Internal Controls Questionnaire helps OJP assess the financial management and internal control systems, and the associated potential risks of an applicant as part of the pre-award risk assessment process. Every OJP applicant (other than an individual applying in their personal capacity, not representing an applicant organization) is required to complete the web-based Questionnaire form in JustGrants. See the [Application Resource Guide: Financial Management and System of Internal Controls Questionnaire (including Applicant Disclosure of High Risk Status)](#) for additional guidance on how to complete the questionnaire.

Brief Applicant Entity Questionnaire
The Office of Justice Programs (OJP) is collecting the following information to help assess its efforts to attract a broader range of applicants. These questions apply to the applicant entity and its work and scope only, and not to the specific project(s) being proposed within the application. Responses to the questions will not be considered in the application review process. The questions included in the questionnaire are available in the [Standard Forms & Instructions: Brief Applicant Entity Questionnaire](#).

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 size font; have no less than 1-inch margins; and should not exceed 20 numbered pages. If the Proposal Narrative fails to

comply with these length restrictions, OJP may consider such noncompliance in peer review and in final award decisions. Tables, charts, and graphs included in the proposal narrative will count towards the page limit.

Category 1 and 2 Applicants
The Proposal Narrative must include the following sections:

a. Description of the Issue
- Describe the nature and scope of the community violence 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. 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. If applicant is enhancing a CVI program, provide background data on the program (e.g., number of participants served elements of program) elements of the intervention strategy, and any outcomes or results the program has seen.
- 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. Although OJP expects applicants to review the research literature for relevant studies, applicants should also explore whether unpublished local sources of research or evaluation data are available.

b. Project Design and Implementation
- Describe the strategies the applicant will use to achieve the goal and objectives of the project and how the program will operate throughout the funding 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 implement their strategy consistent with the deliverables described in the Goals, Objectives, and Deliverables section.
- 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 applicant will 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 highest risk to commit violence or be victims of violence. For example, this may include employing Crime Prevention by Environmental Design (CPTED) strategies. For more information on CPTED, please see here.

- 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 and should be included as an attachment to the application.
- 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. Describe if and 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 an applicant is seeking consideration under Priority 1A, it should explain in this section how the proposed project(s) will meaningfully address identified inequities **and** contribute to greater access to services and opportunities for communities that have been historically underserved, marginalized, adversely affected by inequality, and disproportionately impacted by crime, violence, and victimization. The applicant should also identify how the project design and implementation will specifically incorporate the input and/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.
- Describe the roles that community partners will play and include all relevant memorandum of understanding (MOUs) and résumés/curricula vitae (CVs).
- If the applicant is seeking priority consideration under Priority 1B, it should:
  o Describe within this section how being a population specific organization (or funding a population specific subrecipient organization at a minimum of 40% of the project budget) will enhance its capabilities and competencies to implement the proposed project;
  o Specify which populations are intended or expected to be served, have their needs addressed, and/or be affected by the proposed project; and
  o Include information to confirm that the population specific organization is specifically designed to serve communities that have been historically underserved, marginalized, adversely affected by inequality, and disproportionately impacted by crime, violence, and victimization (examples of

such information include, but are not limited to, the website address, charter, mission statement, or operating principles of the population 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. Applicants should describe what success may look like and how success may be measured or conveyed to a broader audience.

Category 3 Applicants
   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 and should be included as an attachment to the application.
- 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 TTA 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.
- Describe the roles that community and other stakeholder partners will play and include all relevant MOUs and résumés/CVs.
- 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
- 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. Applicants should describe what success may look like and how success may be measured or conveyed to a broader audience.
- 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.
- All applicants should indicate their willingness and ability to collect and report performance and outcome data through BJA's reporting tools. Applicants are expected to report on behalf of any subawardees.
- Describe how these efforts can help to advance the capacity of the state to track and respond to violent crime.

Category 4 Applicants
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
- Plan to coordinate with other CVIPI and OJP TTA partners to translate lessons and share expertise.
- Identify strategies for designing and implementing the deliverables. Describe the proposed criteria for selection of CBOs that 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 and should be included as an attachment to the application.
- 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 TTA needs of the targeted recipients.
- Describe a comprehensive plan for working with BJA to make and manage the subawards.
- Demonstrate how the project will build capacities that can be sustained by local or regional partners at the end of the project.
- 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 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.
- Demonstrate direct experience developing relationships with underserved and marginalized communities, including specific experience working with communities experiencing high rates of violence.
- 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 the work.
- 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 subject matter experts 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 roles that community and other stakeholder partners will play and include all relevant MOUs and résumés/CVs.
- 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. Applicants should describe what success may look like and how success may be measured or conveyed to a broader audience.
- 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 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 to provide notice that award recipients will be required to submit performance data as part of each award's reporting requirements.

All applicants should indicate their willingness and ability to collect and report performance and outcome data through BJA's reporting tools. Applicants are expected to report on behalf of any subawardees.

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 solicitation goals and objectives identified in the "Goals, Objectives, and Deliverables" section. Applicants can visit OJP's performance measurement page at www.ojp.gov/performance for more information on performance measurement activities. OJP will provide further guidance on the post-award submission process, if the applicant is selected for award.

A list of performance measure questions for Categories 1–4 can be found here. Some measures are presented as examples, while others are the exact measures that every recipient will be expected to address.

Award recipients will be required to submit quarterly performance measure data in the Performance Measurement Tool (PMT), and separately submit a semi-annual performance report in JustGrants. Further guidance on the post-award submission process will be provided, 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 Application Resource Guide.

Application Goals, Objectives, Deliverables, and Timeline Web-Based Form

The applicant will submit the project's goals, objectives, deliverables and timeline in the JustGrants web-based form. This is a summary of the goals, objectives, deliverables, and timeline that relate to the proposal narrative. 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 proposal narrative.
- **Program Objectives and Timeline:** The applicant should include objectives to accomplish its goals. **Objectives are specific, measurable actions to reach the project's desired results**. The included timelines should be clearly linked to the goal.

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

  - o Build and enhance collaborative partnerships that support the planning and implementation of CVI strategies. The CVIPI team's membership and expertise should be tailored to best address the community's challenges and needs.
  - o Build analytic capacity among stakeholder partners to be used to assess local needs and challenges, identify appropriate CVI strategies and target groups, and track implementation and assess impact.
  - o Enhance regular dialogue and use of data by partners to support implementation and sustain the effort long term. Efforts should include regular (at least monthly) collaboration meetings, in person or virtually, with the CVIPI team to examine the implementation of each strategy by reviewing performance measures and movement toward goals, as well as to discuss challenges, opportunities, and plans for future activities. The research partner should be a critical partner in this review.
  - o Enhance community engagement in CVI strategies, placing 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) to inform program development and service delivery.

  o Begin to consider how to sustain the program past the current award. While 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.

Applicants for **Category 3** should address the objectives that are relevant to their proposed program/project in the Goals, Objectives, and Deliverables web-based form:

  o Enhance the state's capacity to lead proactive CVI strategies, working with local or tribal partners to support development and implementation of state and local level CVI strategies.
  o Enhance the state's strategies to support local and community-focused capacity building activities that enhance efforts to prevent and address community violence.
  o Ensure the responsible and effective administration of subawards.

Applicants for **Category 4** should address the objectives that are relevant to their proposed program/project in the Goals, Objectives, and Deliverables web-based form:

  o 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.
  o Ensure the responsible and effective administration of subawards.

- **Deliverables and Timeline:** Project deliverables refer to outputs—tangible (for example, a report or a website) or intangible (for example, greater feelings of safety reported by the community)—that are documented and submitted within the scope of a project. Deliverables include timelines.

Deliverables Expected by Successful Applicants

Applicants to **Categories 1 and 2** must include plans to fulfill the following deliverables in their proposal narratives in the project design and implementation section:

- As part of the application package, 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. 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), the criminal justice system (e.g., probation and parole, local law enforcement, local prosecutors), and program implementation experts and research partners.
- 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 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. Working with the CVIPI TTA providers and OJP, submit a Violence Reduction Strategic Plan and revised budget within 12 months. 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.
- 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.
- 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. The report should document the implementation of one or more CVI strategies that is data driven, evidence informed, community led, and trauma informed. 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.

Applicants to **Category 3** must include plans to fulfill 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.

Applicants to **Category 4** must include plans to fulfill the following deliverables in their proposal narratives in the project design and implementation section:

- Partner with OJP to administer subawards to CBOs for the purpose of building capacity and supporting CVI strategies, in accordance with the cooperative agreement with OJP.
- 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:
    - o 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.
    - o The CBO demonstrates capacity and willingness to work collaboratively with the intermediary organization.
- Once the subawards are made, the intermediary organizations will:
    - o Conduct meetings with subrecipient CBOs on a periodic basis, and memorialize the proceedings with meeting notes, transcripts, and/or recordings.
    - o 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. The capacity assessments for each CBO should be uploaded to JustGrants for approval by BJA within the first 12 months of the project. If any changes are made to this plan, those should be uploaded to JustGrants as well.
    - o Conduct regional and/or topical meetings across subrecipient localities on common issue areas. These meetings should include existing subject matter experts and material from DOJ programs and initiatives, including, but not limited to OVC, OJJDP, and BJA programs related to community violence intervention.
    - o Participate in a Community of Practice with other CVIPI intermediary partners to share best practices and lessons learned serving grassroots CVI programs.
    - o 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.
    - o Complete a final report that includes the following:
        - A clear summary description of CVI strategies supported by the subrecipients.
        - Assessment of programmatic violence reduction and/ or capacity enhancement outcomes.
        - Identification of promising or effective practices.
        - Common themes that emerge across strategies.
        - Lessons learned and challenges encountered.
        - 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.

Budget and Associated Documentation
Funding Restrictions
All recipients and subrecipients (including any for-profit organization) must forgo any profit or management fee.

Budget Detail and Narrative Web-Based Form

The applicant will complete the JustGrants web-based budget form, which includes both detailed calculations and budget narrative sections.

For additional information about how to prepare a budget for federal funding, see the "Application Resource Guide" section on Budget Preparation and Submission Information and the technical steps to complete the budget form in JustGrants in the Complete the Application in JustGrants: Budget training.

If the applicant is seeking priority consideration under Priority 1A and has proposed activities to incorporate the input and participation of communities that have been historically underserved, marginalized, adversely affected by inequality, and disproportionately impacted by crime, violence and victimization, 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 1B based on the identification of a proposed subrecipient as a population specific organization, the proposed funding for the subrecipient must **reflect a minimum of 40 percent of the total award funding** within the web-based budget form. The budget narrative must also describe how the **activities that will be funded** with the (minimum) 40 percent of award funding provided to the subrecipient **specifically relate to the proposed project** that will meaningfully address identified inequities and contribute to greater access to services and opportunities for communities that have been historically underserved, marginalized, adversely affected by inequality, and disproportionately impacted by crime, violence, and victimization.

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

OJP strongly encourages every applicant that proposes to use award funds for any conference-, meeting-, or training-related activity (or similar event) to review carefully—before submitting an application—the Application Resource Guide for information on prior approval, planning, and reporting of conference/meeting/training costs.

Costs Associated With Language Assistance (if applicable)

If an applicant proposes a program or activity that would deliver services or benefits to individuals, the costs of taking reasonable steps to provide meaningful access to those services or benefits for individuals with limited English proficiency may be allowable. See the 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.

Budget/Financial Attachments

Pre-Agreement (Pre-Award) Costs (if applicable)

Pre-agreement costs are defined as costs requiring approval incurred by the applicant prior to the start date of the period of performance of the federal award. OJP does not typically approve pre-agreement costs. If a successful applicant, in anticipation of the Federal award, but before the start date of the period of performance, incurs costs which are necessary for efficient and timely performance of the funded project, those costs may not be charged to the award. See the "Costs Requiring Prior Approval" section in the DOJ Grants Financial Guide Post-Award Requirements for more information.

Indirect Cost Rate Agreement (if applicable)

Indirect costs are costs of an organization that are not readily assignable to a particular project, but are necessary to the operation of the organization and the performance of the project. Examples of costs usually treated as indirect include those incurred for facility operation and maintenance, depreciation, and administrative salaries. The requirements for the development and submission of indirect cost proposals and cost allocation plans are listed in Appendices III – VII of 2 C.F.R. Part 200. A non-federal applicant should follow the guidelines applicable to its type of organization. If applicable, an applicant with a current federally-approved indirect cost rate agreement will upload it as an attachment in JustGrants. See the DOJ Financial Guide for additional information on Indirect Cost Rate Agreement.

Consultant Rate (if applicable)

Costs for consultant services require prior approval from OJP. If the proposed project expects to fund consultant services, compensation for individual consultant services is to be reasonable and consistent with that paid for similar services in the marketplace. See the DOJ Grants Financial Guide for information on the consultant rates, which require prior approval from OJP.

Limitation on Use of Award Funds for Employee Compensation for Awards Over $250,000; Waiver (if applicable)

If an applicant proposes to hire employees with Federal award funds, for any award of more than $250,000 made under a funding opportunity, an award recipient may not use federal funds to pay total cash compensation (salary plus cash bonuses) to any employee of the recipient at a rate that exceeds 110 percent of the maximum annual salary payable to a member of the federal government's Senior Executive Service (SES) at an agency with a Certified SES Performance Appraisal System for that year. See the Application Resource Guide for information on the "Limitation on Use of Award Funds for Employee Compensation for Awards over $250,000; Waiver."

Disclosure of Process Related to Executive Compensation (if applicable)

This notice of funding opportunity expressly modifies the Application Resource Guide by not incorporating its "Disclosure of Process Related to Executive Compensation" provisions. Applicants to this funding opportunity are not required to provide this disclosure.

Additional Application Components

The applicant will attach the additional requested documentation in JustGrants.

Curriculum Vitae or Résumés (if applicable)

Provide résumés of key personnel who will work on the proposed project.

Tribal Authorizing Resolution (if applicable)

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 Application Resource Guide for information on tribal authorizing resolutions.

Memoranda of Understanding (MOUs) and Other Supportive Documents (if applicable)

Applicants should include for each named partner, a signed Memorandum of Understanding (MOU), letter of intent, or subcontract that confirms the partner's agreement to support the project through commitments of staff time, space, services, or other project needs. For applications submitted from two or more entities, applicants are encouraged to develop and

submit signed MOUs or signed letters of intent that provide a detailed description of how the agencies will work together to meet project requirements.

Subcontracts, MOUs, or letters of intent should be submitted as one separate attachment to the application.

Each MOU should:
- Include the names of the organizations involved in the agreement.
- Describe what services will be performed under the agreement and by what organization
- Include the duration of the agreement.
- 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.

Research and Evaluation Independence and Integrity Statement (if applicable)
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 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 and Other Application Requirements.

Disclosures and Assurances
The applicant will address the following disclosures and assurances.

Disclosure of Lobbying Activities
The SF-LLL attachment that was completed and submitted in Grants.gov is attached to this section.

Applicant Disclosure of Duplication in Cost Items
To ensure funding coordination across grant making agencies, and to avoid unnecessary or inappropriate duplication among grant awards, the applicant will disclose if it has any pending applications for federal funding, including pending applications for subawards of federal funds.

Complete the JustGrants web-based Applicant Disclosure of Duplication in Cost Items form. See the Application Resource Guide for additional information.

DOJ Certified Standard Assurances

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

Application Review Information

Review Criteria

Basic Minimum Review Criteria

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 requirements for all OJP solicitations:

- The application must be submitted by an eligible type of applicant.
- The application must be responsive to the scope of the solicitation.
- The application must include all items necessary to meet the basic minimum requirements.

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 strength of the proposal, including information provided in the goals, objectives, timelines, and deliverables web-based form.
- 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 OJP 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. Costs are allowable when they are reasonable, allocable to, and necessary for the performance of the federal award, and when they comply with the funding statute and agency requirements (to include the conditions of the award), including the cost principles set out in the Uniform Requirements 2 C.F.R. Part 200, Subpart E.

Risk Criteria/Factors

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

In addition, if OJP anticipates that an award will exceed $250,000 in federal funds, OJP also must review and consider any information about the applicant that appears in the non-public segment of the integrity and performance system accessible through SAM.gov.

Important note on Responsibility/Qualification Data (formerly FAPIIS)**:** An applicant may review and comment on any information about its organization that currently appears in SAM.gov and was entered by a federal awarding agency. OJP will consider such comments by the applicant, in addition to the other information in SAM.gov, in its assessment of the risk posed by the applicant.

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

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 (programs or practices that have been evaluated as effective), see the [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 on what should be included in the application, see the [Application Resource Guide](#) section entitled "Information Regarding Potential Evaluation of Programs and Activities."

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 [Application Resource Guide](#).

Civil Rights Compliance

If a successful applicant accepts funding from OJP—as a recipient of OJP funding—that award recipient must comply with certain federal civil rights laws that prohibit it from discriminating on the basis of race, color, national origin, sex, religion, or disability in how the recipient delivers its program's services or benefits and in its employment practices. The civil rights laws that may be applicable to the award include Title VI of the Civil Rights Act of 1964 (Title VI), the nondiscrimination provisions of the Omnibus Crime Control and Safe Streets Act of 1968 (Safe Streets Act), and Section 504 of the Rehabilitation Act of 1973. These and other federal civil rights laws are discussed in greater detail here: "[Overview of Legal Requirements Generally Applicable to OJP Grants and Cooperative Agreements - FY 2024 Awards](#) under the "Civil Rights Requirements" section, and additional resources are available from the [OJP Office for Civil Rights](#).

Part of complying with civil rights laws that prohibit national origin discrimination includes recipients taking reasonable steps to ensure that people who are limited in their English proficiency (LEP) because of their national origin have meaningful access to a recipient's program and activity. An LEP person is one whose first language is not English and who has a limited ability to read, write, speak, or understand English. To help recipients meet this obligation to serve LEP persons, DOJ has published a number of resources, including a language access assessment and planning tool, which are available at https://www.lep.gov/language-access-planning. Additional resources are available at https://www.ojp.gov/program/civil-rights-office/limited-english-proficient-lep. If the award recipient proposes a program or activity that would deliver services or benefits to LEP

individuals, the recipient may use grant funds to support the costs of taking reasonable steps (e.g., interpretation or translation services) to provide meaningful access. Similarly, recipients are responsible for ensuring that their programs and activities are readily accessible to qualified individuals with disabilities. Applicants for OJP funding must allocate grant funds or explain how other available resources will be used to ensure meaningful and full access to their programs. For example, grant funds can be used to support American Sign Language (ASL) interpreter services for deaf or hard of hearing individuals or the purchase of adaptive equipment for individuals with mobility or cognitive disabilities. For resources, see https://www.ada.gov/ or contact OJP.

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 Application Resource Guide for additional information.

Information Technology Security Clauses

An application in response to this solicitation may require inclusion of information related to information technology security. See the 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 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 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 Synopsis.

Other Information

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

See the Application Resource Guide for information on the Freedom of Information and Privacy Act (5 U.S.C. §§ 552 and 552a).

Provide Feedback to OJP

See the Application Resource Guide for information on how to provide feedback to OJP.

Performance Measures

A list of performance measure questions for this program can be found at https://bja.ojp.gov/funding/performance-measures/CVIPI-Performance-Measures.pdf.

Application Checklist

BJA FY24 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
- Confirm your entity's registration in the System Award Management (SAM.gov) is active through the solicitation period; submit a new or renewal registration in SAM.gov if needed (see Application Resource Guide).

Register in Grants.gov
- Acquire an Authorized Organization Representative (AOR) and a Grants.gov username and password (see Application Resource Guide).
- Acquire AOR confirmation from the E-Business Point of Contact (E-Biz POC) (see 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 Application Resource Guide).
- Sign up for Grants.gov email notifications (optional) (see Application Resource Guide).
- Read Important Notice: Applying for Grants in Grants.gov (about browser compatibility and special characters in file names).
- Read OJP policy and guidance on conference approval, planning, and reporting available at https://www.ojp.gov/funding/financialguidedoj/iii-postaward-requirements#6g3y8 (see 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 2024 Awards" in the OJP Funding Resource Center.

Review the Scope Requirement
- The federal amount requested is within the allowable limit(s) of:
  - Categories 1 and 2: anticipated maximum amount $2,000,000
  - Categories 3 and 4: anticipated maximum amount $4,000,000

Review Eligibility Requirement
- Review the "Eligibility" section in the Synopsis and "Eligibility Information" section in the solicitation.

Application Step 1
After registering with SAM.gov, 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 BJA or Grants.gov Customer Support Hotline at 800-518-4726, 606-545-5035, Grants.gov customer support, or support@grants.gov regarding technical difficulties (see "Application Resource Guide" section on Experiencing Unforeseen Technical Issues).

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
- Entity and User Verification (First Time Applicant)
- Standard Applicant information (SF-424 information from Grants.gov)
- Proposal Abstract*
- Proposal Narrative*
- Application Goals, Objectives, Deliverables, and Timeline web-based form

Budget and Associated Documentation
- Budget Detail Narrative and web-based form*
- Financial Management and System of Internal Controls Questionnaire (see Application Resource Guide)
- Indirect Cost Rate Agreement (if applicable) (see Application Resource Guide)

Additional Application Components
- Tribal Authorizing Resolution (if applicable) (see Application Resource Guide)
- Research and Evaluation Independence and Integrity (if applicable) (see Application Resource Guide)
- Request and Justification for Employee Compensation; Waiver (if applicable) (see Application Resource Guide)
- Memorandum of Understanding (if applicable)
- Letters of Support (if applicable) Résumés of key personnel (if applicable)
- Organizational chart (if applicable)

Disclosures and Assurances
- Disclosure of Lobbying Activities (SF-LLL) (see Application Resource Guide)

- Applicant Disclosure of Duplication in Cost Items (see [Application Resource Guide](#))
- DOJ Certified Standard Assurances (see [Application Resource Guide](#))
- DOJ Certifications Regarding Lobbying; Debarment, Suspension and Other Responsibility Matters; Drug-Free Workplace Requirements; Law Enforcement and Community Policing (see [Application Resource Guide](#))
- Applicant Disclosure and Justification – DOJ High-Risk Grantees (if applicable) (see [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 [Application Resource Guide](#) for additional information.

Standard Solicitation Resources

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.

Weekly Training Webinars are advertised here and provide opportunities for users to receive topic-specific training, direct technical assistance, and support on JustGrants system functionality.