

BUREAU OF JUSTICE ASSISTANCE

FY 2023 Second Chance Act Community-based Reentry Incubator Initiative

April 20, 2023



BJA
Bureau of Justice Assistance
U.S. Department of Justice

Presenter

Andre Bethea

Senior Policy Advisor

Agenda

1. Overview
2. FY 2023 Second Chance Act (SCA) Grant Programs
3. FY 2023 SCA Community-based Reentry Incubator Initiative
4. Additional Information

SCA solicitations
are available at:

<https://bja.ojp.gov/funding/current>

SECTION 1

OVERVIEW



BJA
Bureau of Justice Assistance
U.S. Department of Justice

What is the Office of Justice Programs?

- The Office of Justice Programs (OJP) provides grant funding, training, research, and statistics to the criminal justice community.
- OJP is one of three grant-making components of the Department of Justice along with the **Office on Violence Against Women (OVW)** and the **Office of Community Oriented Policing Services (COPS)**.

Office of Justice Programs (OJP)

BJA – Bureau of Justice Assistance

BJS – Bureau of Justice Statistics

NIJ – National Institute of Justice

OVC – Office for Victims of Crime

OJJDP – Office of Juvenile Justice and Delinquency Prevention

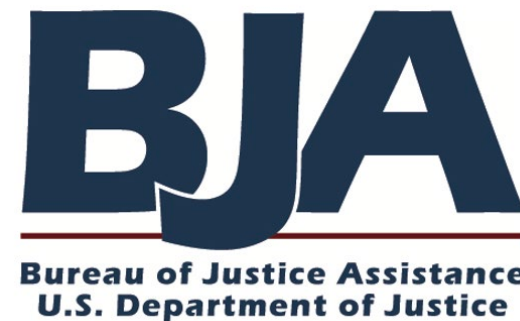
SMART – Office of Sex Offender Sentencing, Monitoring, Apprehending, Registering, and Tracking



U.S. Department of Justice Bureau of Justice Assistance

Mission: BJA's mission is to provide leadership and services in grant administration and criminal justice policy development to support state, local, and tribal justice strategies to achieve safer communities. BJA works with communities, governments, and nonprofit organizations to reduce crime, recidivism, and unnecessary confinement, and promote a safe and fair criminal justice system.

**Karhlton F. Moore, BJA
Director**



<https://bja.ojp.gov/>





Fund

Invest diverse funding streams to accomplish goals.



Educate

Research, develop, and deliver what works.



Equip

Create tools and products to build capacity and improve outcomes.

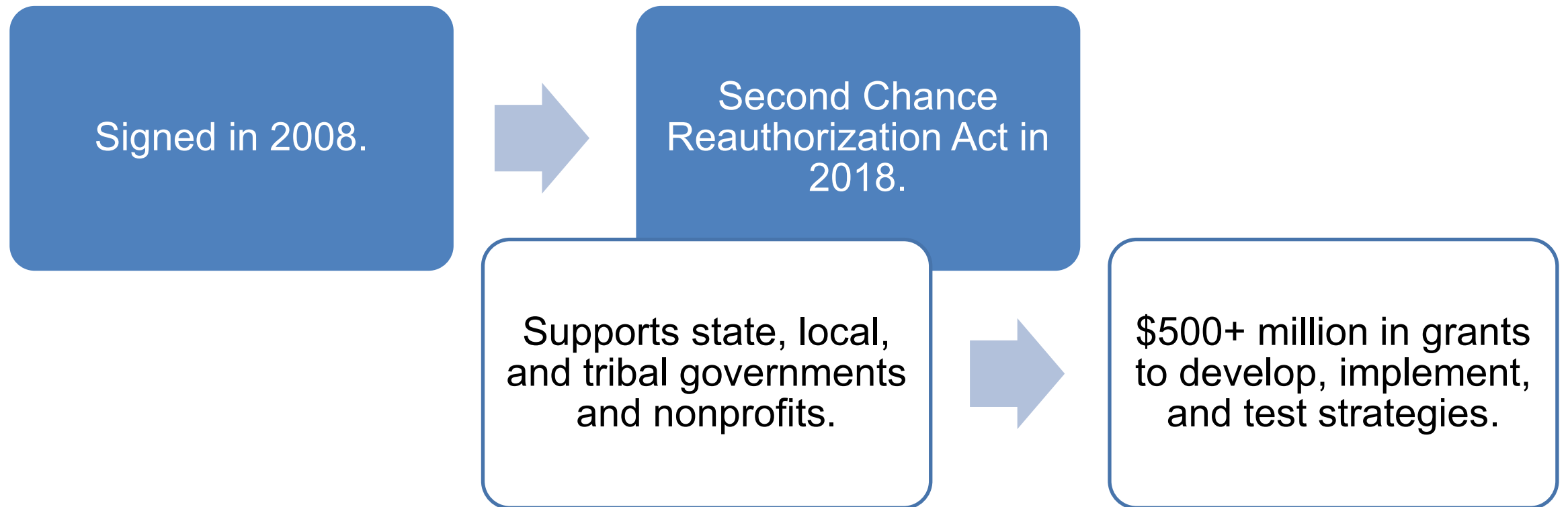


Partner

Consult, connect, and convene.

The Second Chance Act

Funding to reduce recidivism and improve outcomes for youth and adults leaving detention and incarceration to return to their communities.



BJA's SCA Funding

Grant Funding

Seed money

Proof of concept

Expand or enhance

Training & Technical Assistance (TTA) to Grantees

With fidelity

In line with research

With project management and content expertise

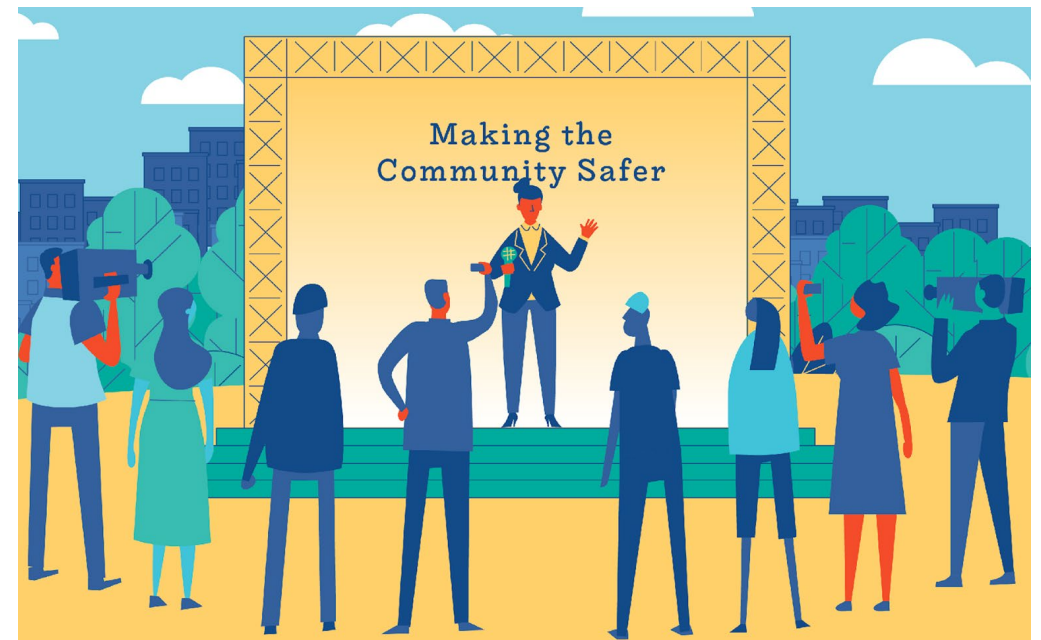
National Reentry Resource Center to support SCA TTA providers and the reentry field.

The National Reentry Resource Center (NRRC)

The American Institutes for Research (AIR) operates the NRRC as a collaborative project of BJA and OJJDP.

The primary mission of the NRRC is to advance the knowledge base of the reentry field.

The NRRC serves as a convener and coordinator of SCA grantees.



SECTION 2

FY 2023 SCA GRANT PROGRAMS



BJA
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Six FY 2023 SCA Funding Opportunities

Community Reentry

**Improving Adult and
Juvenile Crisis
Stabilization and
Community Reentry**

**Improving Substance
Use Disorder
Treatment and
Recovery Outcomes
for Adults in Reentry**

Pay for Success

**Swift, Certain, and
Fair Supervision and
HOPE Institute**

Smart Reentry

SECTION 3

FUNDING OPPORTUNITY: SCA COMMUNITY-BASED REENTRY INCUBATOR INITIATIVE



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SCA Community-based Reentry Incubator Initiative

The purpose of the Second Chance Act Community-based Reentry Incubator Initiative is to build programmatic, financial, and organizational capacity in CBOs to provide sustainable and transitional services to people leaving incarceration that focus on community and family reintegration, building strengths-based assets, and reducing recidivism (including reducing arrests, new charges, convictions for new offenses, and reincarceration).

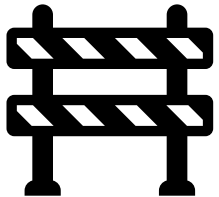
SCA Community-based Reentry Incubator Initiative

- Through this solicitation, BJA seeks applications from organizations to build capability and capacity in community-based reentry programs by serving as an intermediary and providing subawards.
- OJP is committed to advancing work that:
 - Promotes civil rights and racial equity
 - Increases access to justice
 - Supports crime victims and individuals impacted by the justice system
 - Strengthens community safety and protects the public from crime and evolving threats
 - Builds trust between law enforcement and the community

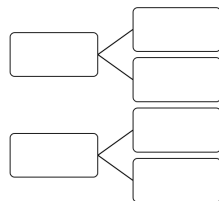
Deadlines

- **Grants.gov**
June 20, 2023
8:59 p.m. eastern
- **JustGrants**
June 27, 2023
8:59 p.m. eastern

SCA Community-based Reentry Incubator Initiative



- Community- and faith-based organizations (CBOs) provide critical reentry services for people returning from incarceration to their communities, yet many CBOs face significant barriers directly accessing and managing federal grants.



- BJA seeks to fund two intermediary organizations that will design and administer a competitive incubator initiative for community- and faith-based reentry providers.



- These intermediary organizations will provide subawards, oversight, and comprehensive TTA services to help build capability, capacity, and sustainability among CBO subawardees to meet the needs of people returning home from incarceration and to apply for and manage private and public grant funding in the future.

SCA Community-based Reentry Incubator Initiative

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

Subawards

The applicant should propose:

- A pass-through amount for the subawardees
- An administrative amount to be retained by the applicant
- An amount to contract and manage a process evaluation, if applicable

BJA expects awardees to retain 30 percent of their budget to support their work as intermediaries and to pass the other 70 percent to competitively selected subawardees.

- For example, if the applicant applies for the maximum amount of \$4,000,000, BJA would expect the grantee to provide \$2,800,000 to the subawardees

The subawards are expected to range between \$50,000 and \$150,000.

Subawards

Plans

- Applicants are encouraged to include plans and proposed criteria in their proposals for identifying and selecting the subrecipients.

Approval

- OJP must approve the application process, selection criteria, and selection of subrecipients suggested by the applicant.

Capacity

- 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, while also proposing cost-effective approaches.

Subawards

Subawards to CBOs may cover:



- Salary support



- Equipment, materials, training opportunities, and travel costs associated with TTA



- Development of curricula, assessment tools, or organizational policies and procedures, such as wellness plans, to support reentry service provider staff

In administering financial support to CBOs through subawards, intermediary organizations 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).

Goals

Strengthen communities by providing technical assistance, subawards, and administrative oversight to subawardees.

Improve organizational, program, and financial management outcomes for CBOs that are working with individuals in reentry, including enhancing recidivism reduction strategies.

Elevate the voices of justice-impacted leaders to build awareness and educate policymakers on specific challenges and needs.

Objectives

Help subawardees develop strategies and partnerships that facilitate the implementation or enhancement of reentry programs at the local level by strengthening their operations to ultimately improve community reintegration and recidivism outcomes for people leaving incarceration and during their reentry.

Build the administrative, operational, and organizational capacity of subawardees to serve the target population effectively, including the use of comprehensive case management plans that directly address criminogenic risk and needs, as identified by validated criminogenic risk assessments, and deliver or facilitate services in a manner consistent with participants' learning styles and abilities.

Provide technical assistance to improve collaboration between CBOs and corrections, parole, probation, local reentry coalitions, other local reentry service providers, and stakeholders with a goal toward ensuring comprehensive and individualized reentry services while strengthening the ecosystem of reentry services in a given jurisdiction.

Ensure the responsible and effective administration of subawards to selected CBOs.

Deliverables

- Develop technical assistance strategies and resources (model policies, how to guides, brief training videos, etc.) to assist in education about and improving CBO financial, operational, and program management, including program development and data collection and reporting.
- Liaise with other OJP-funded technical assistance providers to identify and use appropriate OJP-funded resources to meet the needs of reentry-focused subawards.
- Work with the BJA-funded NRRC to ensure all cooperative agreement-funded resources and funding opportunities are made publicly available on a dedicated web page for CBO Capacity Development.
- In accordance with the cooperative agreements with BJA, the successful awardees will partner with BJA to administer subawards to CBOs for the purpose of building capacity and supporting reentry programming for people at moderate to high risk for recidivism who are leaving incarceration and during their reentry.

Deliverables

To accomplish this, the successful applicants will undertake the following:

- Assess the gaps in CBOs' organizational capacity (including financial and operational components) to implement individualized and case management-driven reentry programming.
- Develop, in collaboration with BJA, 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 BJA, a pre-application webinar for potential applicants to 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 BJA, to identify and award the subawards. This process should ensure that each selected CBO meets the following criteria:
 - Identifies case management and at least one additional reentry strategy (e.g., employment-related services or housing assistance) it is planning to initiate or that is already operational in the jurisdiction. The CBO clearly identifies the resources needed to support the reentry strategy and build capacity.
 - Demonstrates capacity and willingness to work collaboratively with the TTA provider.

Deliverables

Once the subawards are made, the two award recipients will:

- Conduct meetings with their subawardees on a periodic basis, and memorialize the proceedings with meeting notes, transcripts, and/or recordings.
- Complete capacity needs assessments for each participating CBO and work with the CBO to prepare a capacity development plan that is tailored to its current capacity and resources. This includes building bandwidth for sustainability after the subaward and competency to access new funding. The capacity development plan will guide the TTA provided by the two award recipients, and it will be reviewed and updated, as necessary, during the project period.
- Work with every subawardee to build capacity for ensuring participants' criminogenic needs are met and that strength-based services and outcomes are provided and captured.

Deliverables

- Conduct regional and/or topical meetings for the subawards on common issue areas. These meetings should include existing subject matter experts and material from DOJ programs and initiatives.
- Provide content to the NRRC to post online for subawardees and other interested parties to search and access any knowledge products (e.g., reports, research briefs, webinars, or podcasts) created by the two award recipients and other relevant, existing knowledge products related to reentry service provision.
- Submit a final process evaluation report that includes: (a) a clear summary description of the reentry services supported by the subawards, (b) an assessment of their ability to identify and serve people in reentry at moderate to high risk of recidivism and/or service capacity enhancement outcomes, (c) identification of promising or effective practices, (d) lessons learned and challenges encountered, and (f) recommendations for future program capacity development. This report should emphasize an evidence-informed assessment framework that is attentive to the contextual factors at the participating CBOs.

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

Applications that propose project(s) that are designed to **promote racial equity and the removal of barriers to access and opportunity** for communities that have been historically underserved, marginalized, and adversely affected by inequality.

To receive this consideration, the applicant must describe how the proposed project(s) will address potential racial inequities and contribute to greater access to services and opportunities for these communities and communities and populations that have been disproportionately impacted by crime, violence, and the criminal justice system overall.

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

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

Additional Statutory Priority Consideration

As articulated in the Second Chance Act, priority consideration will be given to applications that provide for an independent process evaluation.

To receive priority consideration, applicants must specify, in the proposal narrative, how they will address the priority consideration(s).

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.

SECTION 4

ADDITIONAL INFORMATION



BJA
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Dual Deadlines

Applications will be submitted to DOJ in two steps:

- **Step 1**: The applicant must submit by the Grants.gov deadline the required Application for Federal Assistance standard form (SF)-424 and a Disclosure of Lobbying Activities (SF-LLL) form when they register in Grants.gov at <https://www.grants.gov/web/grants/register.html>.
 - To register in Grants.gov, the applicant will need to ensure that its System for Award Management (SAM) registration is current.
- **Step 2**: The applicant must then submit the full application, including attachments, in JustGrants at [JustGrants.usdoj.gov](https://www.justgrants.usdoj.gov). To be considered timely, the full application must be submitted in JustGrants by the JustGrants application deadline.
 - OJP encourages applicants to review the “How to Apply” section in the [OJP Grant Application Resource Guide](#) and the [JustGrants website](#) for more information, resources, and training.

Grants.gov Deadline: June 20, 2023, 8:59 p.m. eastern

JustGrants Deadline: June 28, 2023, 8:59 p.m. eastern

Application Checklist

- Confirm your Entity's SAM Registration Information.
- Register in Grants.gov, find the funding opportunity, and access the application package.
- Submit the SF-424 and SF-LLL in Grants.gov.
- Receive an email notification to complete the application in JustGrants.
- Submit the application in JustGrants.

DOJ Application Submission Checklist

Submitting an application to DOJ is a two-part process. An applicant first submits an abbreviated application in Grants.gov. The full application is then completed in JustGrants, DOJ's grants management system. The following steps and tips will assist potential applicants in completing DOJ applications.



Step 1: Confirm your Entity's [System for Award Management \(SAM\)](#) registration information:

- Register with SAM or confirm that your SAM registration is active and up-to-date. You must renew and validate your registration every 12 months. If you do not renew your SAM registration, it will expire. An expired registration can delay or prevent application submission in Grants.gov and JustGrants. **Registration and renewal can take up to 10 business days to complete.**
- On April 4, 2022, the federal government will stop using Data Universal Numbering System (DUNS) numbers and start using the [new SAM Unique Entity Identifier \(UEI\)](#).
- Entities new to JustGrants: Confirm that the contact information (email address) for your Entity's Electronic Business Point-of-Contact (E-Biz POC) in SAM is accurate and up-to-date. The E-Biz POC is onboarded in JustGrants as the Entity's first Entity Administrator and will receive notifications from JustGrants. The Entity Administrator is responsible for completing Entity User onboarding in JustGrants. Once the Entity Administrator is onboarded, that role can be reassigned to another Entity User.
- Technical issues with SAM registration or renewal must be reported to the [SAM Help Desk \(Federal Service Desk\)](#).

Step 2: Apply in [Grants.gov](#):

- Effective February 21, 2022, all Grants.gov users and applicants will need to use [Login.gov credentials](#).
- Search for an open DOJ funding opportunity in Grants.gov or on the agency website and review the solicitation requirements.
- Complete and submit the required documents in Grants.gov at least 48–72 hours prior to the Grants.gov deadline to allow for time to correct any problems or errors. The Grants.gov portion of your application includes the SF-424 and SF-LLL. (Note: The user and email identified in Section 8.F of the SF-424 will be identified as the Application Submitter in JustGrants and will receive future notifications from JustGrants.)

[DOJ Application Submission Checklist](#)

Content of Application Submission

Critical Application Elements

- ✓ Federal Assistance standard form (SF)-424
- ✓ Proposal Abstract
- ✓ Proposal Narrative
- ✓ Budget Worksheet and Budget Narrative (web-based form)
- ✓ MOU with Correctional Agency

Budget and Associated Documentation

- ✓ Indirect Cost Rate Agreement (if applicable)
- ✓ Financial Management and System of Internal Controls Questionnaire
- ✓ Disclosure of Process related to Executive Compensation (if applicable)

Content of Application Submission

Additional Application Components

- ✓ Tribal Authorizing Resolution (if applicable)
- ✓ Research and Evaluation Independence and Integrity
- ✓ Request and Justification for Employee Compensation; Waiver (if applicable)

Disclosures and Assurances

- ✓ Disclosure of Lobbying Activities (SF-LLL)
- ✓ Applicant Disclosure of Duplication in Cost Items
- ✓ DOJ Certified Standard Assurances
- ✓ DOJ Certifications Regarding Lobbying; Debarment, Suspension and Other Responsibility Matters; and Drug-Free Workplace Requirements
- ✓ Applicant Disclosure and Justification – DOJ High Risk Grantees (if applicable)

Application Review Information

Merit Review Criteria	Weight
Description of the issue	15%
Project design and implementation	35%
Capabilities and competencies	25%
Plan for collecting the data required for this solicitation's performance measures	15%
Budget	10%

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



OJP Grant Application Resource Guide

⚠ SAM.gov Entity Validation Update

GSA implemented a new process to validate an entity's legal business name and physical address when requesting a Unique Entity Identifier (UEI) and for completing a SAM.gov entity registration. Due to a high volume of requests, entity validations are taking longer than expected to process. This validation process is now taking 7-10 business days, and in some cases longer.

OJP strongly recommends starting your SAM.gov registration process as soon as possible to allow the time necessary to process entity validations well in advance of the Grants.gov due date posted in the solicitation. Read [this FAQ](#) for more information.

The Office of Justice Programs (OJP) Grant Application Resource Guide ("Guide") provides guidance to assist OJP grant applicants in preparing and submitting applications for OJP funding. It addresses a variety of policies, statutes, and regulations that apply to many (or in some cases, all) OJP program applicants, or to grants and cooperative agreements awarded in fiscal year (FY) 2023. Some OJP programs may have program solicitations that expressly modify a provision of this Guide; in such cases, the applicant is to follow the guidelines in the solicitation as to any such expressly modified provision.

Contents

- [How To Apply](#)
- [Application Elements and Formatting Instructions](#)
 - [Complete the Application for Federal Assistance\(Standard Form \(SF\)-424\)](#)
 - [Disclosure of Lobbying Activities](#)
 - [Unique Entity Identifier and System for Award Management \(SAM\)](#)
 - [Proposal Abstract](#)
 - [Budget Preparation and Submission Information](#)
 - [Detailed Computations and Allowable Costs](#)
 - [Narrative Justification for Every Cost](#)
 - [Consolidated Budget Summary](#)
 - [Information on Proposed Subawards \(if any\) and Proposed Procurement Contracts \(if any\)](#)
 - [Indirect Cost Rate Agreement \(if applicable\)](#)
 - [Tribal Authorizing Resolution \(if applicable\)](#)
- [Application Attachments](#)
 - [Applicant Disclosure of Pending Applications \(Duplication in Cost Items\)](#)
 - [Applicant Disclosure and Justification – DOJ High Risk Grantees](#)
 - [Research and Evaluation Independence and Integrity](#)
 - [Disclosure of Process Related to Executive Compensation](#)
- [Financial Information](#)
 - [Financial Management and System of Internal Controls](#)
 - [Financial Management and System of Internal Controls Questionnaire \(including Applicant Disclosure of High-Risk Status\)](#)
 - [Cost Sharing or Matching Requirement](#)
 - [Pre-agreement Costs \(also known as Pre-award Costs\)](#)
 - [Limitation on Use of Award Funds for Employee Compensation; Waiver](#)
 - [Prior Approval, Planning, and Reporting of Conference/Meeting/Training Costs](#)
 - [Costs Associated with Language Assistance \(if applicable\)](#)
- [Application Review Information](#)
- [Federal Award Administration Information](#)
 - [Federal Award Notices](#)
 - [Administrative, National Policy, and Other Legal Requirements](#)
 - [Information Technology \(IT\) Security Clauses](#)
 - [General Information about Post-Federal Award Reporting Requirements](#)
- [Programmatic Information](#)
 - [Evidence-Based Programs or Practices](#)
 - [Information Regarding Potential Evaluation of Programs and Activities](#)
 - [Note on Project Evaluations](#)
- [Other Information](#)
 - [Freedom of Information and Privacy Act \(5 U.S.C. § 552 and 5 U.S.C. § 552a\)](#)
 - [Provide Feedback to OJP](#)
 - [To Become an OJP Peer Reviewer](#)

Application Assistance

Grants.gov

- Provides technical assistance with submitting the **SF-424** and **SF-LLL**.
 - **Customer Support Hotline:** 800-518-4726 or 606-545-5035
Operates 24 hours a day, 7 days a week, except on federal holidays.
 - **Email**
 - <https://www.grants.gov/web/grants/support.html>
 - support@grants.gov
- Provides information on available federal funding opportunities for various federal agencies.

JustGrants Technical Support

- Provides technical assistance with submitting the full application in DOJ's Justice Grants System (JustGrants).
- **Customer Support Hotline:** 833-872-5175
 - Monday – Friday between 7:00 a.m. and 9:00 p.m. ET
 - Saturday, Sunday, and federal holidays from 9:00 a.m. – 5:00 p.m. ET
 - **Email**
 - <https://justicegrants.usdoj.gov/user-support>
 - JustGrants.Support@usdoj.gov

Application Assistance

OJP Response Center

- Provides solicitation support and general assistance.
 - **Email:** grants@ncjrs.gov.
 - **Toll free:** 800–851–3420.
 - **TTY:** 301–240–6310 (hearing impaired only).
- The Response Center hours of operation are 10:00 a.m. to 6:00 p.m. eastern time, Monday through Friday.

Subscribe

Subscribe to receive email notifications of new funding opportunities and other resources

- Sign-up to receive the twice monthly **JUSTINFO** newsletter as well as the weekly **Funding News** email.
- Subscribe at <https://www.ojp.gov/subscribe> and be sure to select “Grants/funding” as an area of interest.

Reminder: Dual Deadlines

Applications will be submitted in a two-step process, each with its own deadline:

- **Step 1**: Submit an **SF-424** and an **SF-LLL** at [Grants.gov](https://www.Grants.gov).
- **Step 2**: Submit the full application, with attachments, at JusticeGrants.usdoj.gov.

NOTE: Submission deadline times for both Grants.gov and JustGrants are now 8:59 p.m. ET, not 11:59 p.m. ET as in past years.

Grants.gov Deadline: June 20, 2023, 8:59 p.m. eastern

JustGrants Deadline: June 27, 2023, 8:59 p.m. eastern

Read the solicitation carefully for further guidance.

Recommended Resources on the Web

OJP Funding Resource Center

<https://ojp.gov/funding/index.htm>

DOJ Grants Financial Guide

<https://www.ojp.gov/ncjrs/virtual-library/abstracts/doj-grants-financial-guide>

OJP Grants Financial Management and Grant Administration Training

<https://www.ojp.gov/training/financial-management-training>

OJP Grant Application Resource Guide

<https://www.ojp.gov/funding/apply/ojp-grant-application-resource-guide>

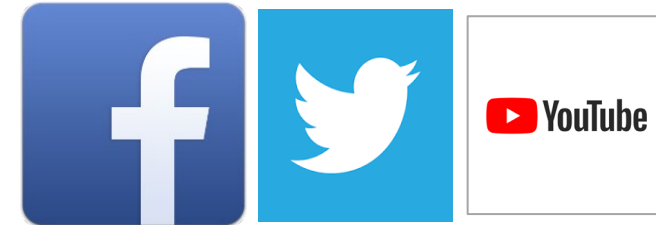
National Reentry Resource Center

<https://nationalreentryresourcecenter.org/>

National Institute of Justice's CrimeSolutions.gov

<https://www.CrimeSolutions.gov>

Stay Connected



Email Updates

- Text OJP [your email address] to 468-311 to subscribe.
*Message and data rates may apply.

Social Media

- Facebook: <https://www.facebook.com/DOJBJA>
- Twitter: <https://twitter.com/DOJBJA>
- YouTube: www.youtube.com/dojbja

For information on funding opportunities, publications, and initiatives, visit **BJA's website:** <https://bja.ojp.gov>.

Quick Reference: Important Contacts



Technical Assistance Submitting the **SF-424** and **SF-LLL**
into **Grants.Gov**: 800-518-4726, 606-545-5035
support@grants.gov



Technical Assistance Submitting the **FULL APPLICATION**
into **JustGrants**: 833-872-5175
JustGrants.Support@usdoj.gov



Technical Assistance with Programmatic Requirements
Contact the OJP Response Center: 800-851-3420
grants@ncjrs.gov

Second Chance Act solicitations are available at:

<https://bja.ojp.gov/funding/current>

Application deadlines vary, so read carefully!



**Access information
on funding webinars
and JustGrants
application
submission
resources**