BUREAU OF JUSTICE ASSISTANCE

FY 2024 BJA Solicitation Webinar

Body-Worn Camera Policy and Implementation Program to Support Law Enforcement Agencies

June 20, 2024
1:00 to 2:30 p.m. ET

Bureau of Justice Assistance
U.S. Department of Justice

Webinar

- The webinar is recorded.
- Please submit questions through the Q & A box.
  - Questions will be addressed at the end of the webinar as time permits
  - General questions not addressed during this webinar will be responded to and emailed to participants.
  - Questions specific to individual grantees will be followed up by Justice & Security Strategies (JSS) or BJA staff.
- Please complete the webinar evaluation at the conclusion.

Presenters

- **John Markovic** – Senior Policy Advisor, Bureau of Justice Assistance (BJA)
- **Gerardo Velazquez**– State Policy Advisor, BJA
- **Craig Uchida** – President and Founder, Justice & Security Strategies, Inc. (JSS)
- **Shellie Solomon** – Chief Executive Officer, JSS

Agenda

- Welcome and Introduction
- BWCPIP Program Overview
- Eligibility and Application Requirements
- Programmatic Expectations
- Budget Examples
- BWC Policy Requirement and TTA
- Application Process
- Application Resources

SECTION 1

WELCOME AND INTRODUCTION

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)**.

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

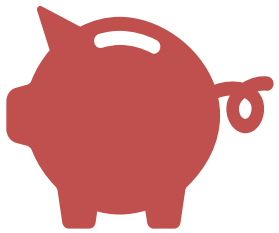
Mission: BJA's mission is to provide leadership and services in grant administration and criminal justice policy development to support state, local, and tribal justice strategies to achieve safer communities. BJA works with communities, governments, and nonprofit organizations to reduce crime, recidivism,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

Karhlton F. Moore, BJA Director

Bureau of Justice Assistance
U.S. Department of Justice

https://bja.ojp.gov/

How BJA Supports the Field



Investments

Provide diverse funding to accomplish goals.

Sharing Knowledge

Research, develop, and deliver what works to build capacity and improve outcomes.

Engagement

Consult, connect, and convene.

Core Webinar Topics

- Five Funding Categories
- Eligibility Criteria
- Objectives
- Funding Metrics and Budget
- Selection Criteria
- Important Dates

Poll Question 1

Has your organization been awarded federal grants in the past?

- Yes, my organization has extensive experience with federal grants.
- Yes, though my organization does not currently have any federal grants.
- My organization has limited experience with federal grants.
- My organization is new to federal grants and looking to learn more!

SECTION 2

BWCPIP PROGRAM OVERVIEW

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BWCPIP Overview

- Supports funding for purchase or lease of body-worn cameras for law enforcement agencies, prosecutors' offices and state correctional agencies seeking to establish, expand, or enhance a BWC programs.

- Funds agencies that commit to developing demonstrated plan to implement this technology to maximize the benefits of BWCs for the community and the agency.

- Provides funding to support "demonstration projects" that improves the management and use of BWC footage by law enforcement agencies.

Five Funding Categories for FY 2024

Funding for BWC Purchases and Program Implementation

- ❑ **Category 1:** Site-based Awards to Law Enforcement Agencies (including self-initiated partnership application)
- ❑ **Category 2:** Site-based Awards to State and Territorial Correctional Agencies

Requires purchase or lease of BWC within funding metric

Funding for Demonstration Programs

- ❑ **Category 3:** Digital evidence management and integration
- ❑ **Category 4:** Optimizing BWC footage in prosecutors' offices
- ❑ **Category 5:** Using BWC footage for training and constitutional policing

Agencies with established BWC programs expanding efforts to leverage digital data/BWC footage

SECTION 3

ELIGIBILITY AND APPLICATION REQUIREMENTS

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BWCPIP Eligibility in General

- Law enforcement, prosecutors, correctional agencies that are publicly-funded by state, local, tribal, and other non-federal government entities.
- Funding is NOT available for **private** police, security, or correctional agencies.
- Funding is NOT available to federal law enforcement agencies, **except for** tribal police.
- Eligibility for specific purpose areas varies by funding category.

Category 1: Eligibility Description

Site-based Awards to Law Enforcement Agencies (including self-initiated partnership applications)

- Applicants under this category may apply on their own or in partnership with one or more agencies that meet the eligibility criteria. These include:
  - States
  - Units of local governments
  - Federally recognized Indian tribes that perform law enforcement functions
  - Public agencies as defined in 34 U.S.C. 10251(a)(6): "'public agency' means any State, unit of local government, combination of such States or units, or any department, agency, or instrumentality of any of the foregoing."

Category 1 Eligibility

Single Agency Examples from Previous Years

- **Local Police Departments**
  - City of Plantation (FL)
  - Town of Sherborn (MA)
- **Sheriffs' Offices**
  - Middlesex County Sheriff (NJ)
  - Llano County Sheriff (TX)
- **State Police**
  - West Virginia State Police
  - Massachusetts State Police
- **Tribal police**
  - Prairie Band Potawatomi Nation (KS)
  - Gun Lake Tribal Police Department (MI)
- **University/college**
  - Indiana University Police Department
  - Mississippi Gulf Coast Community College
- **Special jurisdiction**
  - Kansas Department of Wildlife, Parks, and Tourism
  - Laredo Independent School District Police (TX)

Category 1 Eligibility

Partnerships Examples from Previous Years

- **State Administrating Agencies (SAA)**
  - Pennsylvania Commission on Crime and Delinquency (PDCC)
  - Rhode Island Department of Public Safety
- **Regional Consortia**
  - Regional Justice Information System (St. Louis Area)
- **Agency on Behalf of Itself and Neighboring Agencies**
  - Fulton County Sheriff's Office (GA) in partnership with Fulton County Police Department (FCPD)
  - La Crosse Police Department (WI) with subgrantees Onalaska Police, Campbell Police, West Salem Police, Bangor Police, Shelby Police, and Ho-Chunk Nation Tribal Police

Category 2 Eligibility

Site-based Awards to State or Territorial Correctional Agencies

Eligible Agency Types

- ❑ State or territorial correctional agencies. *Those who intend to deploy BWCs in county or local jails should apply under Category 1.*

Examples (from recent funding years)

- ❑ Colorado Department of Corrections
- ❑ Louisiana Department of Public Safety and Corrections

Category 3 Project Eligibility

Digital Evidence Management and Integration Demonstration Projects

Eligible Agency Types

- ❑ State, local, and tribal law enforcement agencies
- ❑ State and county prosecutors' offices

Examples (from recent funding years)

- ❑ Bergen County (NJ) Prosecutors' Office (2022)
- ❑ Fairfax County Police Department (VA) (2022)
- ❑ North Dakota Highway Patrol (2023)

Category 4 Project Eligibility

Optimizing BWC Footage in Prosecutors' Offices Demonstration Projects

Eligible Agency Types

- State and county prosecutors' offices

Examples (from recent funding years)

- Mercer County (NJ) Prosecutor's Office (2022)
- Montgomery County (MD) State's Attorney's Office (2023)
- Orange County (CA) District Attorney's Office (2022)

Category 5 Project Eligibility

Using BWC Footage for Training and Constitutional Policing Demonstration Projects

Eligible Agency Types

- State, local, tribal, and special jurisdictional law enforcement agencies

Examples (from recent funding years)

- Los Angeles Police Department (2022)
- New York City Department of Homeless Services Police Department (2022)
- Rochester (NY) Police Department (2022)

Poll Question 2

Which of the five BWCPIP grant purpose areas is the one that is of most interest to your agency?

- **Category 1**: BWC acquisition and program development for law enforcement agencies.
- **Category 2**: BWC acquisition and program development for state/territorial correctional agencies.
- **Category 3**: Digital evidence management and integration demonstration project
- **Category 4**: Optimizing BWC footage in prosecutors' offices demonstration project
- **Category 5:** Using BWC footage for training and constitutional policing

What is a Demonstration Project?

Demonstration projects strengthen BJA's understanding of emerging practices, their challenges, and effective ways of overcoming those challenges.

- ❑ How BWC digital footage can best be managed and shared.
- ❑ How BWC footage can be leveraged to improve the effectiveness and fairness of policing and corrections.

Demonstrate their willingness to share lessons learned and **work with the training and technical assistance (TTA)** provider to document progress.

Demonstrate their willingness and capacity to share operational procedures and promising practices suitable for replication or adaptation in other sites.

More Detail on Demonstration Projects Expectations?

Funding for Established BWC Programs Addressing Digital Data and Evidence Optimization

- **Category 3:** *Digital Evidence Management and Integration Demonstration Projects*
  - **Purpose**: Support existing or proposed digital evidence integration demonstration efforts
  - **Eligibility:** Law Enforcement agencies, prosecutors' offices, or partnerships between the two
- **Category 4:** *Optimizing Body-worn Camera (BWC) Footage in Prosecutors' Offices Demonstration Projects*
  - **Purpose**: Support more efficient use of digital data for case processing and decisionmaking.
  - **Eligibility:** Prosecutors' offices
- **Category 5:** *Using BWC Footage for Training and Constitutional Policing Demonstration Projects*
  - **Purpose:** Support agency using own BWC footage to improve operation and fairness.
  - **Eligibility:** Law enforcement agencies

SECTION 4

PROGRAMMATIC EXPECTATIONS

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Core Program Elements Categories 1 and 2

- BWCPIP supports agencies seeking to establish, expand, or refine comprehensive BWC programs though the acquisition of BWCs.
- **Must** include the purchase or lease of BWCs.
- But **not** just an equipment purchase program—expectations include:
  - Commitment to a **comprehensive and deliberate BWC policy development process** that seeks broad stakeholder input.
  - Deliberate plan for deploying BWCs and implementing as **comprehensive program**.
  - Describe capacities for **managing digital evidence from BWCs**, including public record requests for BWC footage.
  - Promote **broad stakeholder input** and collaboration in implementing their BWC program.

Program Types Supported in Categories 1 and 2

- **Pilot or trial implementation:** Deploy a limited number of cameras to test the feasibility of a BWC program to assess the benefits of broader implementation.
- **Initial and expansive implementation:** An agency without an existing BWC program seeks to deploy a BWC program and issue BWCs to a large cross-section of department personnel.
- **Expansion of existing program:** Expand the pool of officers who will use BWC beyond the current deployment.
- **Equipment upgrade:** Replace obsolete BWC or upgrade BWCs to those with advanced capabilities and performance.
  - ✓ Applicant must demonstrate how that upgrade will enhance agency operations.
  - ✓ Agencies submitting application for pilot, initial implementation, of expansion program will be given priority consideration.

Objectives and Deliverables for Categories 1 and 2

Applicants should describe the BWC technology they intend to deploy, and they should also illustrate how they will deploy the technology using **evidence-based** and **problem-solving approaches**.

Applicants should describe how the BWC program will:

1) Improve transparency, accountability and public trust.
2) Be driven by a sound BWC policy.
3) Be integrated into the agency's operational framework to enhance organizational efficiency.
4) Enhance the ability of officers to perform their duties.

Objectives and Deliverables for Categories 1 and 2 (cont.)

5) Achieve broad support and from criminal justice and community stakeholders.
6) Be driven by a sound BWC policy.
7) Provide training on BWC use, policy, and legal considerations.
8) Will work with BJA, TTA provider to report progress and document achievements.

Funding Cap and Match Requirements for Categories 1 and 2

- **There is a funding cap of $2,000 per camera.** This is the maximum amount that can be requested in federal funds per camera.

- **The camera-based funding formula is:**
  - Number of BWCs in project x $2,000 = maximum requested amount
  - Total program cost = requested amount + matching funds

- For Categories 1 and 2, n**o federal award under this solicitation may exceed $2,000,000**.

- **"50% funding match"** – There is a 1:1 match by the grantee. This is a dollar-to-dollar match of federal funds to applicant funds.

Funding Cap Scenario Examples for Categories 1 and 2

- **Implementation of a broad-scale program:** A municipal law enforcement agency with 100 full-time sworn officers proposes to acquire BWCs for 80 officers (70 patrol officers and 10 first-line supervisors). **Under the $2,000 per BWC funding cap, this applicant may apply for no more than $160,000 in federal funding (80 BWCs x $2,000)**.

- **Pilot implementation of BWCs by state corrections:** A state corrections department with 10 facilities intends to run a pilot BWC program in 2 facilities before considering moving to full scale implementation. It requests 100 BWCs be deployed to corrections officers in two facilities. **Under the $2,000 per BWC funding cap, this applicant may apply for no more than $200,000 in BWCPIP federal funding (100 BWCs x $2,000)**.

NOTE: The applicant may opt to not request the maximum amount based on program scope or cost efficiencies.

Key Matching Fund Considerations for Categories 1 and 2

Applicants should be aware that:

- ❑ Awardees are accountable for fulfilling match obligations just as they are for federal obligations.
- ❑ Match expenses **must be related** reasonably to the BWC program.
- ❑ Federal funds and matching funds need not reflect the full cost of the BWC program.
- ❑ “Overmatching” carries some risk.

Matching Fund Types Allowable for Categories 1 and 2

Match may be cash or in-kind.

- ❑ Cash match **(hard)** includes cash spent for **project-related costs.**
- ❑ In-kind match **(soft)** includes, but is not limited to, the valuation of noncash contributions in the form of services, supplies, and/or equipment.
- ❑ See DOJ Grants Financial Guide for details on match-type definitions and requirements.

Core Program Elements Categories 3–5

- These will vary by category and are spelled out in detail in the solicitations
- **In general, it is expected that applicants should**
  - Have an operational body-worn camera program that has achieved general success.
  - Be willing to work with the training and technical assistance (TTA) provider to document challenges, approaches to overcome those challenges, and to share promising practices.
  - Be willing so share promising practices.

- **Categories 3–5 differ from Category 1 and 2 applications.**
  - There are no match requirements.
  - There is no requirement for acquisition of BWC with grant funds (but BWCs are allowable).

Allowable Costs under BWCPIP (all categories)

BWCPIP allows **federal funds** to be used for:

- ❑ BWC purchases, licensing, or contracts
- ❑ Related equipment and equipment upgrades
- ❑ Training for officers
- ❑ Salaries of support personnel
- ❑ Community outreach efforts
- ❑ Research and evaluation
- ❑ Contracting for services
- ❑ BWC digital media storage
  - o Agency servers
  - o Cloud storage service
  - o Hybrid storage

Unallowable Costs under BWCPIP (all categories)

BJA and OJP **do not** allow federal funds to be used for:

- ❑ Any pre-award expense.
- ❑ Any items contracted with a service provider **prior to granting the award.**
- ❑ Already budgeted equipment, or contracts, etc.
  - o Applicants can add to but **cannot supplant** BWCs in an existing local budget.
- ❑ No funds can be used for construction, land acquisition, or drones.

SECTION 5

BUDGET EXAMPLES

Simplified Budget Example A for Categories 1 or 2

Proposed Federal Fund Expenditures

a)	100 cameras @$900 each	$90,000
b)	100 BWC lic. fee @$300 each	$30,000
c)	Program manager (60% FTE)	$50,000
d)	BWC user training	$30,000
	FEDERAL TOTAL	**$200,000**

Consistent with $2,000 per camera cap

Proposed Matching Expenditures

a)	Balance of other services	$165,000
b)	Docking system	$10,000
c)	Server upgrade	$20,000
d)	DEM training	$5,000
	MATCH TOTAL	**$200,000**

Balance of salaries, training, equipment

TOTAL project cost = $400,000

NOTE: This a highly simplified budget intended for illustration purposes only; the actual budget form requires more detail.

Simplified Budget Example B for Categories 1 or 2

Proposed Federal Fund Expenditures

a)	25 cameras @$500 each	$12,500
b)	25 BWC lic. fee @$300 each	$7,500
c)	On-site training	$3,000
	FEDERAL TOTAL	**$23,000**

Proposed Matching Fund Expenditures

a)	29 cameras @$500 each	$14,500
b)	29 BWC lic. fee @$300 each	$8,700
	MATCH TOTAL	**$23,200**

NOTE: the $2,000 camera funding metric cap is satisfied:

- 54 total BWCs x $2,000 = **$108,000** allowable federal funds (25 + 29 BWCs) $23,000 federal request is well under the funding cap.
  Agency chose not to include some expenses (e.g., storage, personnel).
- There is an overmatch, but it is minimal.

TOTAL project cost = $46,200

SECTION 6

BWC POLICY REQUIREMENT AND TTA

BWC Policy Requirement for Categories 1 or 2

- **Supports the development of BWC policies that are:**
  - Deliberate
  - Comprehensive
  - Partnership-based
- **Policy development or certification is mandatory.**
- **Funding is contingent on policy development.**
  - For Categories 1 and 2, 90 percent of federal grant funds are held until the policy condition is met.

BWC Policy Clearance for Categories 1 or 2

BWC policy condition clearances will **be made post-award** in one of two ways:

- ❑ **BWCPIP Scorecard:** Agency works with training and technical assistance (TTA) provider to develop such a policy through the BWCPIP scorecard.
- ❑ **Self-Certification:** Agency executive attests to a policy development process that is deliberate, comprehensive, and partnership-based.
- ❑ **Existing policies:** Applicants with existing or draft BWC policies at the time of application may attach policies to their application, but this does not clear the condition at time of award.

Note: For any award involving subawardees, a self-certification form or scorecard must be completed and submitted for each individual agency.

Awardee Training and Technical Assistance

- BJA selected a TTA provider, Justice & Security Strategies (JSS), to assist awardees.
  - Each awardee has a designated TTA point of contact (POC) and team assigned by JSS.
  - The TTA provider produces and distributes a newsletter, webinars, and produces other knowledge products.
- The TTA provider builds a community of practice by supporting peer-to-peer exchanges, webinars, and listening sessions.
- The TTA support may include:
  - Policy development assistance
  - Documentation of best practices
  - Specialized training
  - Resources related to needs
  - Peer engagements
  - Community outreach assistance
  - Other reasonable technical assistance needs of grantee

SECTION 7

BWCPIP APPLICATION PROCESS

BWCPIP Applications Must Include:

- ❑ Application for Federal Assistance (SF-424)
- ❑ Disclosure of Lobbying Activities (SF-LLL)
- ❑ Proposal Abstract (online via JustGrants)
- ❑ Proposal Narrative
- ❑ Budget Detail Worksheet with Budget Narrative (online via JustGrants)
- ❑ Financial Management and System of Internal Controls Questionnaire
- ❑ Applicant's Disclosure of Pending Applications (for BWCs)
- ❑ List of Subrecipient Agencies (if partnership is proposed)

Note: A policy or policy scorecard is **not** required at the time of application. Existing or draft policies can be included at the applicant's discretion.

BWCPIP Applications Should Include :

- ❑ Indirect Cost Rate Agreement Research and Evaluation Independence and Integrity (if applicable)
- ❑ Research Partner Letter of Participation (if applicable)
- ❑ Tribal Authorizing Resolution (if applicable)
- ❑ Research and Evaluation Independence and Integrity (if applicable)
- ❑ Federal Priorities for Policing Form (recommended for priority consideration)

BWCPIP Applications Should Include:

- ❑ Screening Sheet for Categories 1 and 2 (highly recommended)
  - o Single Agency Screening Sheet
  - o Partnership Application Screening Sheet
- ❑ Memoranda of Understanding/Letters of Support from Subrecipient Agencies (if applicable)

Proposal Narrative Specification

- Not to exceed 15 numbered pages, double-spaced.
- Standard12-point font, Times New Roman preferred.
- One-inch margins.
- Use of sections and organizations is highly recommended.
- Attachments do not count against the page limit.

Note: Closely following this format makes it easier for peer reviewers to understand and assess your agency's application.

Proposal Narrative Topic Areas

- ❑ Description of the issue(s)
- ❑ Project design and implementation
- ❑ Capabilities and competencies of the organization and personnel
- ❑ Plan for collecting the data required for this solicitation's performance measures
- ❑ Plans for continuation of the program after federal funds have been expended

Budget

- ❑ Use the provided budget form in JustGrants.

- ❑ Important to note:
  - o Providing a vendor quote **does not** qualify as a budget.
  - o The budget submitted as part of the application is considered a cost estimate.
  - o Selection and awarding a proposal by BJA does not imply acceptance or BJA's acceptance of a vendor quote or vendor selection

- ❑ Provide narrative for budget items within JustGrants to provide context.

Performance Management and Reporting

- Applicants must describe their plan for collecting data that measure their performance.

- Applicants will provide data that measure the results of work completed under this solicitation.

- OJP will require any award recipient to comply with all post-award reporting requirements. (See the solicitation)

BWCPIP Review and Scoring Criteria

- ✓ Description of the issue…… 10%
- ✓ Project design & implementation…… 35%
- ✓ Organization capabilities & competencies…… 25%
- ✓ Plan for collecting performance data……10%
- ✓ Budget…….. 15%
- ✓ Commitment to new, pilot, or expansion program…5%

Total **100%**

Major Takeaways for Categories 1 and 2

- ❑ This is a competitive solicitation program.
- ❑ This is a 3-year grant program.
- ❑ Not just for equipment purchases.
- ❑ Grant funds cannot be used for BWCs already bought, contracted, or budgeted (no "supplanting").
- ❑ 90 percent of funds are held until BJA clears your policy development condition.
- ❑ Other conditions may need clearance before spending funds.
- ❑ Strong understanding of BWC implementation and addressing core elements makes your submission more competitive.

Major Takeaways for Categories 3–5

- ❑ This is a competitive solicitation program.
- ❑ These awards are limited to law enforcement agencies, including prosecutors' offices, that have experience with BWC implementation and digital data management.
- ❑ These are demonstration projects intended to assist agencies to:
  - o Promote the documentation, development, and sharing of best practices by LEAs and prosecutors' offices that have already deployed BWC programs.
  - o Build off their successes and share agency progress in ways that will benefit other agencies.
- ❑ This is a 3-year grant program.
- ❑ Agencies should commit to working with the TTA provider.

What You Should Do Next (if you have not already)

- ❑ **Prior to registering with Grants.gov:**
  - o Acquire a Unique Entity Identifier (UEI) (replaced the DUNS Number)
  - o Acquire or renew registration with SAM (System for Award Management)

- ❑ **Register with Grants.gov – Due July 15, 2024 (8:59 p.m. ET)**
  - o Acquire AOR (Authorized Organization Representative)
  - o Acquire AOR confirmation from the E-Biz POC

- ❑ **BWCPIP for Law Enforcement Agencies – Due July 24, 2024 (8:59 p.m. ET)**
  - o To locate the funding opportunity: https://bja.ojp.gov/funding/opportunities/o-bja-2024-172141
  - o To sign on to JustGrants: https://justicegrants.usdoj.gov/

Remember: Two-Step Application Process

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

- **Step 1**: Applicants submit an SF-424 and an SF-LLL at Grants.gov.
- **Step 2:** Applicants submit the full application, including attachments, at JusticeGrants.usdoj.gov.

* Read the solicitation document carefully for further guidance.

SECTION 8

APPLICATION RESOURCES

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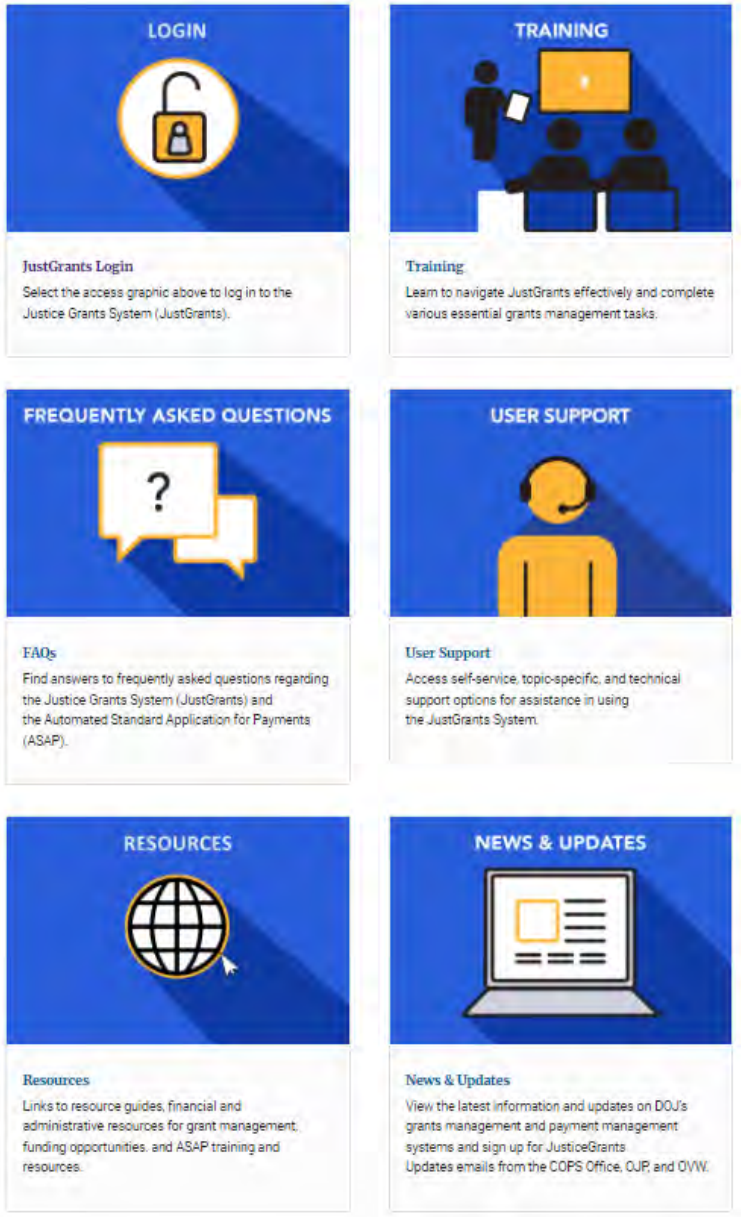
Contents

- 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

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



https://justicegrants.usdoj.gov/

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.
  - **Web and 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. to 5:00 p.m. ET
- **Web and Email**
  - https://justicegrants.usdoj.gov/user-support
  - JustGrants.Support@usdoj.gov

Email Updates
Text OJP [your email address] to 468-311 to subscribe.

(Message and data rates may apply.)

Stay Connected

- Subscribe to:
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  - JUSTINFO, a twice-monthly email newsletter
  - Funding News, a weekly notice of new grant opportunities and application tips
  - *JusticeGrants Update* e-newsletter for the latest information and updates on JustGrants, DOJ's grants management system
  - OJP email newsletters and topical messages available from OJP program offices (BJA, BJS, NIJ, OJJDP, OVC, and SMART)
- Sign up for U.S. Department of Justice Email Updates

https://www.ojp.gov/subscribe

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- Use the QR code to subscribe to **"Justice Matters" and "News From BJA"** to receive the latest information from BJA and the field.
- For information on funding opportunities, publications, and initiatives, visit **BJA's website:** www.bja.ojp.gov.

Additional Questions?

Contact the **OJP Response Center**:

- Email: grants@ncjrs.gov
- Toll free: 800–851–3420
- TTY: 301–240–6310 (hearing impaired only)

The Response Center hours of operation are from 10:00 a.m. to 6:00 p.m. ET, Monday through Friday.

Reminder: Dual Deadlines

Applications must 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.
- Step 2: Submit the full application, with attachments, at JusticeGrants.usdoj.gov.

NOTE the deadline time is 8:59 p.m. for Grants.gov and 8:59 p.m. for JustGrants

Read the solicitation carefully for further guidance.

Quick Reference: Important Contacts

For technical assistance submitting the SF-424 and SF-LLL into Grants.Gov, **call:** 800–518–4726 or 606–545–5035, 24 hours a day, or **email:** support@grants.gov.

For technical assistance submitting the **full application** into JustGrants, **call:** 833–872–5175, 7–9 ET, M–F, and 9–5 ET, weekends and holidays, or **email:** JustGrants.Support@usdoj.gov.

For technical assistance with the programmatic requirements, **call the OJP Response Center**: 800–851–3420, 10–6 ET, M–F, or **email:** grants@ncjrs.gov.

Questions?

Enter in the **Q&A** box and send to **All Panelists.**