

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



BJA FY 2022 Residential Substance Abuse Treatment for State Prisoners Program Formula Grant Solicitation

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Grants.gov Deadline:	June 15, 2022 8:59 PM
Application JustGrants Deadline:	June 21, 2022 8:59 PM

Overview

The [U.S. Department of Justice](#) (DOJ), [Office of Justice Programs](#) (OJP), [Bureau of Justice Assistance](#) (BJA) seeks applications for funding under the Residential Substance Abuse Treatment (RSAT) for State Prisoners Program. This program furthers DOJ's mission by assisting state, local, and tribal efforts to break the cycle of drug use and violence by reducing the demand for, use, and trafficking of illegal drugs.

This solicitation incorporates the [OJP Grant Application Resource Guide](#) by reference. The OJP Grant Application Resource Guide provides guidance to applicants on how to prepare and submit applications for funding to OJP. **If this solicitation expressly modifies any provision in the OJP Grant Application Resource Guide, the applicant is to follow the guidelines in this solicitation as to that provision.**

This solicitation expressly modifies the OJP Grant Application Resource Guide by not incorporating the "Limitation on Use of Award Funds for Employee Compensation; Waiver" provision in the "Financial Information" section of the OJP Grant Application Resource Guide.

Eligible Applicants:

State governments, Other

Other

For purposes of this solicitation, "state" means any state of the United States, the District of Columbia, the Commonwealth of Puerto Rico, the Virgin Islands, Guam, American Samoa, and the Commonwealth of the Northern Mariana Islands.

By statute (34 U.S.C. § 10421), BJA must award RSAT grants to the state office (see www.ojp.usdoj.gov/saa/index.htm for the state administering agencies list) designated to administer the Byrne Justice Assistance Grant Program. The state office may award subgrants to state agencies and units of local government, including federally recognized American Indian tribal governments that perform law enforcement functions (as determined by the Secretary of the Interior).

To advance Executive Order 13929 Safe Policing for Safe Communities, the Attorney General determined that all state, local, and university or college law enforcement agencies must be certified by an approved independent credentialing body or have started the certification process, to be eligible for FY 2022 DOJ discretionary grant funding. To become certified, the law enforcement agency must meet two mandatory conditions: (1) the agency's use-of-force policies adhere to all applicable federal, state, and local laws and (2) the agency's use-of-force policies prohibit chokeholds except in situations where use of deadly force is allowed by law. The certification requirement also applies to law enforcement agencies receiving DOJ discretionary grant funding through a

subaward. For detailed information on this certification requirement, please visit <https://cops.usdoj.gov/SafePolicingEO> to access the Standards for Certification on Safe Policing for Safe Communities, the Implementation Fact Sheet, and the List of Designated Independent Credentialing Bodies.

All recipients and subrecipients (including any for-profit organization) must forgo any profit or management fee.

In order to be eligible to receive an award under this solicitation, the application must demonstrate that a minimum of 25 percent of the total costs of each project under an award will be funded with non-federal funds. The federal share of an RSAT award may not exceed 75 percent of the total costs of the projects described in the application (34 U.S.C. 10424).

Contact Information

For technical assistance with submitting the Application for Federal Assistance standard form (SF)-424 and a Disclosure of Lobbying Activities form (SF-LLL) in Grants.gov, contact the Grants.gov Customer Support Hotline at 800-518-4726, 606-545-5035, [Grants.gov Customer Support](#), or support@grants.gov. The Grants.gov Support Hotline operates 24 hours a day, 7 days a week, except on federal holidays.

For technical assistance with submitting the **full application** in DOJ's Justice Grants System (JustGrants), contact the JustGrants Service Desk at 833-872-5175 or JustGrants.Support@usdoj.gov. The JustGrants Service Desk operates 5 a.m. to 9 p.m. eastern time Monday–Friday and 9 a.m. to 5 p.m. Saturday, Sunday, and federal holidays.

For assistance with any other requirements of this solicitation, contact the OJP Response Center by telephone at 800-851-3420 or TTY: 301-240-6310 (hearing impaired only), or by email at grants@ncjrs.gov. The OJP Response Center hours of operation are 10:00 a.m. to 6:00 p.m., eastern time Monday–Friday, and 10:00 a.m. to 8:00 p.m. on the solicitation closing date.

Submission Information

Applications will be submitted to DOJ in two steps:

Step 1: The applicant must submit by the Grants.gov deadline the required Application for Federal Assistance standard form (SF)-424 and a Disclosure of Lobbying Activities (SF-LLL) form when they register in Grants.gov at <https://www.grants.gov/web/grants/register.html>. To register in Grants.gov, the applicant will need to ensure that its System for Award Management (SAM) registration is current.

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

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Program Description

Overview

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

Pursuant to 34 U.S.C. § 10421 et. Seq, the BJA RSAT for State Prisoners Program seeks to break the cycle of drug use and violence by reducing the demand for, use, and trafficking of illegal drugs, and supports increased access to evidence-based substance use treatment and recovery support services, including medication-assisted treatment (MAT), among incarcerated individuals.

Statutory Authority

Pub. L. No. 90-351, Title I, Sec. 1901 (codified at 34 U.S.C. 10421); Department of Justice Appropriations Act, 2022 (Pub. L. No. 117-103)

Specific Information

The RSAT for State Prisoners Program assists states with developing and implementing residential substance use disorder treatment programs within state correctional facilities, as well as within local correctional and detention facilities, in which persons are incarcerated for a period of time sufficient to permit substance use disorder treatment. The program encourages the establishment and maintenance of drug-free prisons and jails and development and implementation of specialized residential substance use disorder treatment programs that identify and provide appropriate treatment and recovery support services to individuals with co-occurring mental health and substance use disorders or challenges. The program also encourages the inclusion of MAT as part of any substance use treatment program for individuals incarcerated in the nation's prisons and jails.

Goals, Objectives, Deliverables, and Timeline

Goals

- Assist state, local, and tribal efforts to break the cycle of drug use and violence by reducing the demand for, use, and trafficking of illegal drugs.

Objectives

- Enhance the capabilities of states and units of local and tribal governments to provide residential substance use disorder treatment for individuals who are incarcerated.
- Increase the number of prisons and jails offering MAT to incarcerated individuals with alcohol and opioid use disorders.
- Prepare individuals for reintegration into communities.
- Assist individuals and communities through the reentry process by delivering community-based treatment, recovery, and other broad-based aftercare services.

Deliverables

RSAT Program funds may be used to implement three types of programs: residential, jail-based, and aftercare. To be eligible for funding, states must coordinate the design and implementation of the treatment programs between state correctional representatives and the state alcohol and substance abuse agency (and, if appropriate, between representatives of local correctional agencies and representatives of either the state alcohol and substance use disorder agency or an appropriate local alcohol and substance use disorder agency). The RSAT Program requirements to support and implement a residential program, which engages individuals who are incarcerated in prison or youth detention centers for a period of between 6 and 12 months, and, which engages individuals who are incarcerated in jail for at least 3 months, include:

- Requiring urinalysis and/or other proven reliable forms of drug and alcohol testing for program participants,

including both periodic and random testing, and former participants while they remain in the custody of the state or local government.

- Providing residential treatment facilities set apart — in a separate facility or dedicated housing unit in a facility exclusively for use by RSAT participants — from the general correctional population.
- Ensuring that individuals who participate in the BJA-funded substance use treatment program will be provided with aftercare services when they leave incarceration.
- Ensuring that aftercare services must involve coordination of the correctional facility treatment program with other human service and rehabilitation programs such as educational and job training programs, parole supervision programs, halfway house programs, and participation in self-help and peer group programs that may aid in the rehabilitation of individuals in the substance use disorder treatment program.
- Coordinating with the federal assistance for substance use disorder treatment and aftercare services currently provided by the Department of Health and Human Services' Substance Abuse and Mental Health Services Administration (SAMHSA). RSAT funding may be used for medication-assisted treatment using FDA-approved medications to improve treatment adherence and reduce risk for relapse and re-incarceration.

RSAT residential program participation should be limited to individuals who are incarcerated with 6 to 12 months remaining in their confinement.

Note that allocation to local correctional and detention facilities should account for at least 10 percent of the total state allocation for FY 2022 — provided such facilities exist — and be used for either residential substance use disorder treatment programs or jail-based substance use disorder treatment programs that engage individuals for at least 3 months; request periodic/random drug testing while in the program; establish therapeutic communities; and provide aftercare services or are effective, evidence-based, and established by local correctional facilities. BJA strongly encourages supporting programs in rural and tribal areas.

Per 34 U.S.C. 10422(c), in order to be eligible for funding under the RSAT Program, a state shall ensure that individuals who participate in the substance use disorder treatment program with assistance provided under this program be provided with aftercare services. These services must involve coordination between the correctional treatment program and other social service and rehabilitation programs such as education and job training, parole supervision, halfway houses, self-help, and peer group programs. To qualify as an aftercare program, the head of the substance use disorder treatment program must work in conjunction with state and local authorities and organizations involved in substance use disorder treatment to place program participants into community substance use disorder treatment facilities upon their release. In addition, states should coordinate these activities with any SAMHSA-funded state and/or local programs that address the needs of this target population. A state may use amounts received for nonresidential substance use treatment aftercare if the chief executive officer of the state certifies that the state is providing, and will continue to provide, an adequate level of residential treatment services (see Appendix A).

The Goals, Objectives, and Deliverables are directly related to the performance measures that demonstrate the results of the work completed, as discussed under the “Application Submission Information” section.

Evidence-Based Programs or Practices

OJP strongly encourages the use of data and evidence in policymaking and program development for criminal justice, juvenile justice, and crime victim services. For additional information and resources on evidence-based programs or practices, see the [OJP Grant Application Resource Guide](#).

MAT is an evidence-based substance use disorder treatment protocol, including the use of medications in combination with counseling and behavioral therapies, and BJA supports making it available to individuals under the care and prescription of a physician or other qualified health care providers.

Information Regarding Potential Evaluation of Programs and Activities

OJP may conduct or support an evaluation of the programs and activities funded under this solicitation. For additional information, see the [OJP Grant Application Resource Guide](#) section entitled “Information Regarding Potential Evaluation of Programs and Activities.”

Federal Award Information

Solicitation Categories

This solicitation does not include Solicitation Categories.

Awards, Amounts and Durations

Anticipated Number of Awards
56

Anticipated Maximum Dollar Amount of Awards
\$3,500,000.00

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

Period of Performance Duration (Months)
48

Anticipated Total Amount to be Awarded Under Solicitation
\$35,000,000.00

Availability of Funds

Each participating state is allocated a base award of 0.4 percent of the total funds available for RSAT. BJA will allocate a portion of the total remaining funds to each participating state in the same percentage that the state's prison population represents relative to the total prison population of all states.

This solicitation, and awards (if any are made) under this solicitation, are subject to the availability of appropriated funds and to any modifications or additional requirements that may be imposed by the agency or by law. In addition, nothing in this solicitation is intended to, and does not, create any right or benefit, substantive or procedural, enforceable at law or in equity by any party against the United States; its departments, agencies, or entities; its officers, employees, or agents; or any other person.

Types of Awards

BJA expects to make awards under this solicitation as grants. See the "Administrative, National Policy, and Other Legal Requirements" section of the [OJP Grant Application Resource Guide](#) for a brief discussion of important statutes, regulations, and award conditions that apply to many (or in some cases, all) OJP grants.

Financial Management and System of Internal Controls

Award recipients and subrecipients (including recipients or subrecipients that are pass-through entities) must, as described in the Part 200 Uniform Requirements as set out at 2 C.F.R. 200.303, comply with standards for financial and program management. See [OJP Grant Application Resource Guide](#) for additional information.

Budget Information

Supplanting

Federal funds must be used to supplement existing funds for program activities and cannot replace, or supplant, non-federal funds that have been appropriated for the same purpose.

Prohibited Uses

RSAT funds shall not be used for land acquisition or construction projects.

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.

Cost Sharing or Matching Requirement

This solicitation requires a 25 percent **cash or in-kind match**. Federal funds awarded under this solicitation may not cover more than 75 percent of the total costs of the project being funded. An applicant must identify the source of the 25 percent non-federal portion of the total project costs and how it will use match funds. If a successful applicant's proposed match exceeds the required match amount, and OJP approves the budget, the

total match amount incorporated into the approved budget becomes mandatory and subject to audit. ("Match" funds may be used only for purposes that would be allowable for the federal funds.) Recipients must satisfy this match requirement with cash or in-kind match. The formula for calculating match is:

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

Required Recipient's Share Percentage x Adjusted Project Cost = Required Match

Example: 90%/10% match requirement: for a federal award amount of \$500,000, calculate match as follows:

$$\frac{\$500,000}{90\%} = \$555,555 \quad 10\% \times \$555,555 = \$55,555 \text{ match}$$

Example: 75%/25% match requirement: for a federal award amount of \$350,000, calculate match as follows:

$$\frac{\$350,000}{75\%} = \$466,667 \quad 25\% \times \$466,667 = \$116,667 \text{ match}$$

Example: 50% match requirement: for a federal award amount of \$350,000, calculate match as follows:

$$\frac{\$350,000}{50\%} = \$700,000 \quad 50\% \times \$700,000 = \$350,000 \text{ match}$$

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

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

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

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

See the [OJP Grant Application Resource Guide](#) for information on Prior Approval, Planning, and Reporting of Conference/Meeting/Training Costs.

Costs Associated with Language Assistance (if applicable)

See the [OJP Grant Application Resource Guide](#) for information on Costs Associated with Language Assistance.

Eligibility Information

For eligibility information, see the solicitation cover page.

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

Application and Submission Information

See the "Application Elements and Formatting Instructions" section of the [OJP Grant Application Resource Guide](#) for information on what happens to an application that does not contain all the specified elements or is nonresponsive to the scope of the solicitation.

Information to Complete the Application for Federal Assistance (SF-424)

The SF-424 must be submitted in Grants.gov. It is a required standard form used as a cover sheet for submission of pre-applications, applications, and related information. See the [OJP Grant Application Resource Guide](#) for

additional information on completing the SF-424.

In Section 8F of the SF-424, please include the name and contact information of the individual **who will complete the application in JustGrants**. JustGrants will use this information (*email address*) to assign the application to this user in JustGrants.

Intergovernmental Review: This solicitation (“funding opportunity”) is subject to [Executive Order \(E.O.\) 12372](#). An applicant may find the names and addresses of state single points of Contact (SPOCs) at the following website: <https://www.whitehouse.gov/wp-content/uploads/2020/04/SPOC-4-13-20.pdf>. If the applicant’s state appears on the SPOC list, the applicant must contact its SPOC to find out about, and comply with, the state’s process under E.O. 12372. In completing the SF-424, an applicant whose state appears on the SPOC list is to make the appropriate selection in response to question 19, once the applicant has complied with its state E.O. 12372 process. An applicant whose state does not appear on the SPOC list should answer question 19 by selecting “Program is subject to E.O. 12372 but has not been selected by the state for review.”

Standard Applicant Information (JustGrants 424 and General Agency Information)

The Standard Applicant Information section of the JustGrants application is pre-populated with the SF-424 data submitted in Grants.gov. The applicant will need to review the Standard Applicant Information in JustGrants and make edits as needed. Within this section, the applicant will need to: add zip codes for areas affected by the project; confirm its Authorized Representative; and verify and confirm the organization’s unique entity identifier, legal name, and address.

Proposal Abstract

A proposal abstract (no more than 400 words) summarizing the proposed project, including the purpose of the project, primary activities, expected outcomes, the service area, intended beneficiaries and subrecipients (if known), will be completed in the JustGrants web-based form. This abstract should be written in the third person and will be made publicly available on the OJP website if the project is awarded.

Proposal Narrative

The proposal narrative should be submitted as an attachment in JustGrants. The attached document should be double-spaced, using a standard 12-point font; have no less than 1-inch margins; and should not exceed 20 pages. Pages should be numbered and submitted as an attachment.

The following sections must be included as part of the proposal narrative:

a. Description of the Issue OR Statement of the Problem if Research Is Involved

- Describe why this project/these proposed activities are necessary (significance/value) and/or address a need and include supporting information.

b. Project Design and Implementation

Program Objectives:

- Description of how the requirements for urinalysis and/or other proven reliable forms of drug and alcohol testing for program participants will be complied with.
- Explanation of how the state coordinated the design and implementation of treatment programs between state correctional representatives and the state alcohol and substance use disorder agency (and, if appropriate, between representatives of local correctional agencies and representatives of either the state alcohol and drug use disorder agency or any appropriate local alcohol and drug use disorder agency).
- Brief description of the effectiveness and evidence-based nature of existing treatment service (s)/practice(s).
- Explanation of how funded programs will support existing efforts to address opioid use, including the current ability to provide MAT, and how the applicant will support the expansion of MAT and the availability of all three FDA-approved medications in prisons and jails.
Description of how the applicant will allocate funds to local correctional and detention facilities in rural

- and tribal areas.
- Description of how the applicant will ensure that individuals who participate in the RSAT program established or implemented with these federal funds will be provided with the full continuum of recovery and aftercare services, which may include human service and rehabilitation programs such as treatment programs, educational and job training programs, parole supervision programs, halfway house programs, and participation in self-help and peer group programs. Describe how the applicant will ensure that providers furnishing reintegration services are approved by the appropriate state or local agency, and are licensed, if necessary, to provide medical treatment or other health services.
- Explanation of how the state will coordinate RSAT's design and implementation at the state and local levels and how it will coordinate federal assistance for substance use disorder treatment and reintegration services provided by SAMHSA.

c. Capabilities and Competencies

- Describe the capabilities and competencies to accomplish the goals and objectives of the project.

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

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

Note: Applicants are **not** required to submit performance data with the application. Rather, performance measure information is included as an alert that successful applicants will be required to submit performance data as part of each award's reporting requirements.

OJP will require each successful applicant to submit regular performance data that show the completed work's results. The performance data directly relate to the goals, objectives, and deliverables identified in the "Goals, Objectives, and Deliverables" discussion.

Applicants can visit OJP's performance measurement page at www.ojp.gov/performance for an overview of performance measurement activities at OJP.

A list of performance measures for this program can be found at <https://bja.ojp.gov/sites/g/files/xyckuh186/files/media/document/RSAT-Measures.pdf>.

BJA will require award recipients to submit performance measure data in the Performance Measurement Tool (PMT) and separately submit a semi-annual performance report in JustGrants. BJA will provide further guidance on the post-award submission process, if selected for award.

Note on Project Evaluations

An applicant that proposes to use award funds through this solicitation to conduct project evaluations must follow the guidance in the "Note on Project Evaluations" section in the [OJP Grant Application Resource Guide](#).

Goals, Objectives, Deliverables, and Timeline

The applicant will submit the RSAT Program's goals, objectives, deliverables and timelines in the JustGrants web-based form.

Budget and Associated Documentation

Budget Worksheet and Budget Narrative (attachment)

The applicant will complete the budget worksheet attachment and submit it by uploading it as an attachment in JustGrants. See the [OJP Grant Application Resource Guide](#) for additional information.

Indirect Cost Rate Agreement (if applicable)

The applicant will submit its indirect cost rate agreement by uploading it as an attachment in JustGrants. See the [OJP Grant Application Resource Guide](#) for additional information.

Financial Management Questionnaire (including applicant disclosure of high-risk status)

The applicant will download the questionnaire, complete it, and submit it by uploading it as an attachment in JustGrants. See the [OJP Grant Application Resource Guide for additional information](#) and [the link to the questionnaire](#).

Disclosure of Process Related to Executive Compensation

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

Additional Application Components

Tribal Authorizing Resolution

An application in response to this solicitation may require inclusion of tribal authorizing documentation as an attachment. If applicable, the applicant will submit the tribal authorizing documentation by uploading it as an attachment in JustGrants. See the [OJP Grant Application Resource Guide](#) for information on tribal authorizing resolutions.

Research and Evaluation Independence and Integrity Statement

If an application proposes research (including research and development) and/or evaluation, the applicant must demonstrate research/evaluation independence and integrity, including appropriate safeguards, before it may receive award funds. The applicant will submit documentation of its research and evaluation independence and integrity by uploading it as an attachment in JustGrants. For additional information, see the [OJP Grant Application Resource Guide](#).

Disclosures and Assurances

The applicant will address the following disclosures and assurances.

Disclosure of Lobbying Activities

Complete and submit the SF-LLL in Grants.gov. See the [OJP Grant Application Resource Guide](#) for additional information.

DOJ Certified Standard Assurances

Review and accept the DOJ Certified Standard Assurances in JustGrants. See the [OJP Grant Application Resource Guide](#) for additional information.

Applicant Disclosure of Duplication in Cost Items

Complete the JustGrants web-based Applicant Disclosure of Duplication in Cost Items form. See the [OJP Grant Application Resource Guide](#) for additional information.

DOJ Certifications Regarding Lobbying; Debarment, Suspension and Other Responsibility Matters; and Drug-Free Workplace Requirements

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

How to Apply

Step 1: The applicant must submit the **SF-424** and an **SF-LLL** in Grants.gov at <https://www.grants.gov/web/grants/register.html>.

Step 2: The applicant must then submit the **full application**, including attachments, in JustGrants at <https://justgrants.usdoj.gov/>.

For additional information, see the “How to Apply” section in the [OJP Grant Application Resource Guide](#) and the [DOJ Application Submission Checklist](#).

Submission Dates and Time

The **SF-424** and the **SF-LLL** must be submitted in Grants.gov by 8:59 p.m. on June 15, 2022.

The **full application** must be submitted in JustGrants by 8:59 p.m. on June 21, 2022.

OJP urges applicants to submit their Grants.gov and JustGrants submissions prior to the due dates to allow sufficient time to correct errors and resubmit by the submission deadlines if a rejection notification is received. To be considered timely, the **full application** must be submitted in JustGrants by the JustGrants application deadline.

Experiencing Unforeseen Technical Issues

An applicant that experiences unforeseen SAM.gov, Grants.gov, or JustGrants technical issues beyond its control that prevent application submission by the deadline must demonstrate all efforts in requesting technical support in order to submit an application by the deadline. Technical support is available via phone and email to the applicable SAM.gov, Grants.gov, or JustGrants support centers or service desks in which an applicant received a ticket number for resolution. If an applicant misses a deadline due to unforeseen technical difficulties, the applicant may request a waiver to submit an application after the deadline. *Note: If an applicant does not submit all the required Grants.gov forms by the Grants.gov deadline, the applicant will not be able to proceed to the JustGrants portion of the application process.*

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

- Grants.gov — Contact the [Grants.gov Customer Support Hotline](#).
- SAM.gov — Contact the [SAM Help Desk \(Federal Service Desk\)](#).
- JustGrants — Contact the JustGrants Support Desk at JustGrants.Support@usdoj.gov or 833-872-5175.

An applicant requesting a waiver to submit a late application must document their request for technical assistance in an email to the OJP Response Center at grants@ncjrs.gov **within 24 hours after the application deadline** to request approval to submit its application after the deadline. If an applicant has technical issues with Grants.gov, the applicant must contact the OJP Response Center within 24 hours of the Grants.gov deadline to request approval to submit after the deadline. Waiver requests to submit after the submission deadline must:

- Describe the technical difficulties experienced.
- Include a timeline of the applicant's submission efforts (e.g., what date and time did the error occur, what date and time was action taken to resolve the issue and resubmit; and what date and time did support representatives respond).
- Include an attachment(s) of the complete grant application and all required documentation and material.
- Include the applicant's Unique Entity Identifier, and any applicable SAM.gov tracking number(s), Grants.gov Help Desk, and JustGrants Support Desk Ticket Numbers.

OJP will review each request for late submission and required supporting documentation and notify the applicant whether the request has been approved or denied. For more details on the waiver process, OJP encourages applicants to review the “Experiencing Unforeseen Technical Issues” section in the [OJP Grant Application Resource Guide](#).

Application Review Information

Review Process

OJP reviews the application to make sure that the information presented is reasonable, understandable, measurable, achievable, and consistent with the solicitation. See the [OJP Grant Application Resource Guide](#) for information on the application review process for this solicitation.

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

In addition, if OJP anticipates that an award will exceed \$250,000 in federal funds, OJP also must review and consider any information about the applicant that appears in the non-public segment of the integrity and performance system accessible through SAM (currently, the Federal Awardee Performance and Integrity Information System, FAPIIS).

Important note on FAPIIS: An applicant, at its option, may review and comment on any information about itself that currently appears in FAPIIS and was entered by a federal awarding agency. OJP will consider such comments by the applicant, in addition to the other information in FAPIIS, in its assessment of the risk posed by the applicant.

Absent explicit statutory authorization or written delegation of authority to the contrary, the Assistant Attorney General will make all final award decisions.

Federal Award Administration Information

Federal Award Notices

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

Administrative, National Policy, and Other Legal Requirements

If selected for funding, in addition to implementing the funded project consistent with the OJP-approved application, the recipient must comply with all award conditions, and all applicable requirements of federal statutes and regulations, including applicable requirements referred to in the assurances and certifications executed in connection with award acceptance. For additional information on these legal requirements, see the “Administrative, National Policy, and Other Legal Requirements” section in the [OJP Grant Application Resource Guide](#).

Information Technology (IT) Security Clauses

An application in response to this solicitation may require inclusion of information related to information technology security. See the [OJP Grant Application Resource Guide](#) for information on information technology security.

General Information about Post-Federal Award Reporting Requirements

In addition to the deliverables described in the “Program Description” section, all award recipients under this solicitation will be required to submit certain reports and data.

Required reports. Award recipients typically must submit quarterly financial reports, semi-annual performance reports, final financial and performance reports, and, if applicable, an annual audit report in accordance with the Part 200 Uniform Requirements or specific award conditions. Future awards and fund drawdowns may be withheld if reports are delinquent. (In appropriate cases, OJP may require additional reports.)

See the [OJP Grant Application Resource Guide](#) for additional information on specific post-award reporting requirements, including performance measure data.

Federal Awarding Agency Contact(s)

For OJP contact(s), see the solicitation cover page.
For contact information for Grants.gov, see the solicitation cover page.
For contact information for JustGrants, see the solicitation cover page.

Other Information

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

See the [OJP Grant Application Resource Guide](#) for information on the Freedom of Information and Privacy Act (5 U.S.C. 552 and 5 U.S.C. 552a).

Provide Feedback to OJP

See the [OJP Grant Application Resource Guide](#) for information on how to provide feedback to OJP.

Performance Measures

A list of performance measures for this program can be found at

<https://bja.ojp.gov/sites/g/files/xyckuh186/files/media/document/RSAT-Measures.pdf>.

Application Checklist

This application checklist has been created as an aid in developing an application. The [DOJ Application Submission Checklist](#) is another resource.

What an Applicant Must Do:

Prior to registering in Grants.gov:

- Confirm your Entity's [System Award Management \(SAM\) Registration Information](#) (see [OJP Grant Application Resource Guide](#))

To register in Grants.gov:

- Acquire an Authorized Organization Representative (AOR) and a Grants.gov username and password (see [OJP Grant Application Resource Guide](#))
- Acquire AOR confirmation from the E-Business Point of Contact (E-Biz POC) (see [OJP Grant Application Resource Guide](#))

To find the Funding Opportunity:

- Search for the Funding Opportunity in Grants.gov using the opportunity number, Assistance Listing or keyword(s)
- Access the Funding Opportunity and Application Package (see Step 7 in the [OJP Grant Application Resource Guide](#))
- Sign up for Grants.gov email [notifications](#) (optional) (see [OJP Grant Application Resource Guide](#))
- Read [Important Notice: Applying for Grants in Grants.gov](#)
- Read OJP policy and guidance on conference approval, planning, and reporting available at <https://www.ojp.gov/funding/financialguidedojs/iii-postaward-requirements#6g3y8> (see [OJP Grant Application Resource Guide](#))

Overview of Post-Award Legal Requirements:

- Review the "[Overview of Legal Requirements Generally Applicable to OJP Grants and Cooperative Agreements - FY 2022 Awards](#)" in the [OJP Funding Resource Center](#).

Review Scope Requirement:

The federal amount requested is within the allowable limit as determined by the RSAT Formula Calculation.

Review Eligibility Requirement:

- State governments.
- Other

For purposes of this solicitation, "state" means any state of the United States, the District of Columbia, the Commonwealth of Puerto Rico, the Virgin Islands, Guam, American Samoa, and the Commonwealth of the Northern Mariana Islands.

Prepare to submit the Application for Federal Assistance standard form (SF)-424 and Disclosure of Lobbying Activities form (SF-LLL)

- Review Information to complete the Application for Federal Assistance (SF-424) in Grants.gov
- Submit the Intergovernmental Review
- Complete Standard Applicant Information (SF-424 information from Grants.gov)
- Submit the **SF-424** and **SF-LLL** in Grants.gov

After the SF-424 and SF-LLL submission in Grants.gov, receive Grants.gov email notifications that:

- Submission has been received in Grants.gov
- Submission has either been successfully validated or rejected with errors (see [OJP Grant Application Resource Guide](#))

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

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

Receive email notification to complete application in JustGrants:

Proceed to complete application in JustGrants

Content of Application Submission:

- Proposal Abstract
- Proposal Narrative
- Budget Worksheet and Budget Narrative (Attachment)

Budget and Associated Documentation:

- Indirect Cost Rate Agreement (if applicable) (see [OJP Grant Application Resource Guide](#))
- Financial Management and System of Internal Controls Questionnaire (see [OJP Grant Application Resource Guide](#))
- Disclosure of Process related to Executive Compensation (see [OJP Grant Application Resource Guide](#))

Additional Application Components:

- Tribal Authorizing Resolution (if applicable) (see [OJP Grant Application Resource Guide](#))
- Research and Evaluation Independence and Integrity (see [OJP Grant Application Resource Guide](#))

Disclosures and Assurances:

- [Disclosure of Lobbying Activities \(SF-LLL\)](#) (see [OJP Grant Application Resource Guide](#))
- Applicant Disclosure of Duplication in Cost Items (see [OJP Grant Application Resource Guide](#))
- DOJ Certified Standard Assurances (see [OJP Grant Application Resource Guide](#))
- DOJ Certifications Regarding Lobbying; Debarment, Suspension, and Other Responsibility Matters; and Drug-Free Workplace Requirements (see [OJP Grant Application Resource Guide](#))
- Applicant Disclosure and Justification – DOJ High Risk Grantees (if applicable) (see [OJP Grant Application Resource Guide](#))

Submit application in JustGrants:

- Application has been successfully submitted in JustGrants

If no JustGrants application submission validation or if error notifications are received:

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

Appendix A - Certification Regarding Nonresidential Substance Use Treatment Aftercare

Certification Regarding Nonresidential Substance Use Treatment Aftercare

I, as the chief executive officer of the state named below, have the authority to make this certification on behalf of the state applicant. On behalf of the state named below, and in order to receive consideration for its application, I certify to the Office of Justice Programs, U.S. Department of Justice, that the state is providing, and will continue to provide, an adequate level of residential substance use treatment services.

Signature and Date

Printed Name and Title

Name of State Applicant Entity