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

BJA FY 2022 Reimagining Justice: Testing a New Model of Community Safety

Assistance Listing Number #	16.738
Grants.gov Opportunity Number:	O-BJA-2022-171359
Solicitation Release Date:	May 31, 2022 8:00 PM
Grants.gov Deadline:	July 27, 2022 8:59 PM
Application JustGrants Deadline:	August 01, 2022 8:59 PM

Overview

The U.S. Department of Justice (DOJ), Office of Justice Programs (OJP), Bureau of Justice Assistance (BJA) seeks applications to fund the development and testing of a new or innovative approach to improving community safety and trust that is an alternative to traditional enforcement mechanisms for neighborhoods experiencing high rates of less serious and low-level criminal offenses. This model will involve coordination with law enforcement entities to improve public safety and community residents' perceptions of law enforcement and procedural fairness and legitimacy. This program furthers the DOJ's mission by advancing the Department's priorities on community trust, safety, and equity.

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

Solicitation Categories

This solicitation does not include Solicitation Categories.

Eligible Applicants:
Native American tribal governments (Federally recognized), Native American tribal organizations (other than Federally recognized tribal governments), Nonprofits having a 501(c)(3) status with the IRS, other than institutions of higher education, Nonprofits that do not have a 501(c)(3) status with the IRS, other than institutions of higher education, Private institutions of higher education, Public and State controlled institutions of higher education, Other

Other

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.

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

BJA may elect to fund applications submitted under this FY 2022 solicitation in future fiscal years, dependent on, among other considerations, the merit of the applications and on the availability of appropriations.

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.

Contents

Program Description

Overview

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

This program seeks to fill a gap within OJP's current funding plan by seeding the development, implementation, and testing of a new or innovative approach to achieving community safety that is an alternative to a traditional enforcement model for less serious and lower-level crimes. It will provide $3,000,000 in FY 2022 to fund an innovative strategy or model to improve community safety, build trust, limit unnecessary involvement in the justice system, and improve residents' perceptions of law enforcement and procedural fairness and legitimacy.

BJA's Reimagining Justice: Testing a New Model of Community Safety Program will invest in a collaborative network of community-based organizations and institutions, as well as local nonlaw-enforcement government agencies, to address these less serious/lower-level crimes through delivery of coordinated programs and services. This new community safety model will address the needs and objectives of community leaders, residents, and other members through a community engagement process that will include coordination with law enforcement entities, where appropriate, in a locality or one or more neighborhoods experiencing a precipitous increase in crime, while avoiding any unnecessary justice system involvement.

Statutory Authority

Pub. L. No. 90-351, Title I, Sec. 506(b) (codified at 34 U.S.C. 10157(b)) This authority is available to "combat, address, or otherwise respond to precipitous or extraordinary increases in crime, or in a type or types of crime."

Specific Information

Background

Public safety and order structures have long relied almost exclusively on traditional police and court mechanisms such as arrest, prosecution, sentencing, incarceration, and supervision. Yet, while these enforcement functions play a necessary and critical role in responding to violence and threats of violence, today's justice system is often responsible for also addressing societal issues such as substance use disorders, mental health needs, misbehavior by children, and a range of public nuisance and minor offenses that can divert critical resources away from addressing serious and violent crime. The justice system alone cannot create safe, healthy, and thriving communities, because often it may not have the tools to appropriately and effectively resolve all of these issues or meet individuals' underlying needs, which can create adverse outcomes for individuals, including unnecessary justice system involvement, and perpetuate mistrust between law enforcement and the communities they serve.

Recently, new models and strategies centered around community leadership and participation have emerged as possible alternative and/or complementary approaches to traditional justice system approaches for reducing crime and improving safety. For example, rather than relying solely on law enforcement to maintain both safety and order, new strategies have adopted power-shifting models that increase resources to networks of community-based organizations and local government agencies, other than law enforcement agencies, which collaborate with community leaders and residents to address lower-level crimes by providing treatment and services and enforcing accountability, while also coordinating with police to strengthen responses to more serious and violent crimes. Increasing resources in areas with high crime rates and building capacity among community entities that may be better suited than the justice system to address the needs of youth and people with behavioral health issues, as well as other challenges, can improve law enforcement's legitimacy and its perception by the community regarding procedural fairness in ways that increase cooperation and lead to sustainable and lasting community safety.

Proposals

Applicants are expected to design a plan that includes the following components:

- A proposed locality or one or more economically disadvantaged neighborhoods within a locality experiencing a precipitous increase in crime, or type(s) of crime, to develop and test the model.

- A process for recruiting and identifying partner organizations and entities within the locality or neighborhood(s) that will receive subawards and technical assistance to implement the plan.

- A proposed strategy for engaging residents and leaders in the locality or economically disadvantaged neighborhood (s) in the development of a community-based safety model that will address a precipitous increase in crime, or type (s) of crime, and build capacity among community institutions and service providers to address less serious and lower-level crimes. BJA encourages the applicant to detail how it will engage community residents, leadership, local

government agencies such as social service and community development agencies, local institutions such as schools and faith-based institutions, and those most impacted by community safety strategies, including those with lived experience and crime victims, in its strategy.

- A process for collaborating with all of the subawardee partners to execute their community engagement strategy and develop the community safety model within 1 year of the award.

The resulting community safety model should include, but is not limited to, the development of new programs, expansion of existing programs, building of capacity at partner organizations and entities, as well as expansion of the role of local government agencies other than law enforcement agencies, and close and active collaboration between all partners to address less serious and lower-level criminal offenses. The model will be expected to serve as an alternative but complementary model to traditional enforcement processes and functions, such as arrest, prosecution, sentencing, and court supervision, and collaborating entities are expected to coordinate with law enforcement for more serious or violent offenses.

Role and Responsibilities of Intermediary Organization

Applicants must identify a lead applicant (fiscal agent) and clearly describe a management plan for coordinating across the collaborating entities. The collaborating entities may collectively possess the range of skills and expertise necessary to lead the project and administer the subawards. For example, an intermediary organization may include partnerships with other entities delivering organizational capacity building TTA that is culturally competent or supporting the development and implementation of community safety strategies, in addition to other areas of expertise relevant to the goal of this program. BJA plans to make between one to three awards depending on the scope proposed, demonstrated capacity and reach, and resources.

Once selected, the applicant will be expected to determine its project partners. Project partners will receive training and technical assistance (TTA) from the intermediary organization throughout the length of the project and may be community-based organizations, local nonlaw-enforcement government agencies, or other community entities located in the selected site(s) that will receive subawards and collaborate to execute the community engagement strategy, develop the community safety model, and implement it, including delivery of any services or provision of resources set forth in the model.

The applicant serving as the intermediary organization may be a national, regional, or more localized organization with expertise in community safety strategies and established capacity to work with site-based community organizations and entities and government agencies, particularly those focused on underserved communities. The subawardees may use the funding to increase their capacity for community safety efforts in the chosen site(s) and should be sustained at the end of the project.

Applicants will identify a researcher who will collaborate with the site-based partners and the intermediary organization to collect data on the nature and extent of crime rates in the site(s) and their residents' perceptions of law enforcement and safety, procedural fairness, and legitimacy to inform the development of the safety model at regular intervals throughout implementation. The researcher will also conduct regular assessments of these data during implementation and report findings to the intermediary organization and site partners to learn whether any adjustments are needed during the implementation process.

Goals, Objectives, Deliverables, and Timeline

Goals

To improve community safety by identifying a promising new or innovative community safety strategy that will reduce and prevent crime and improve community residents' perceptions of procedural fairness by funding its development, implementation, and testing in one or more sites.

Objectives

- Create or identify and test an effective community-based safety model to serve as an alternative to traditional enforcement processes for addressing lower-level types of crime that will improve community safety and result in increased trust and legitimacy between law enforcement and residents by implementing a project to:

- Identify a locality, or one or more economically disadvantaged neighborhoods within a locality, where crime is persistent and concentrated, to serve as an implementation site(s) for the proposed community engagement strategy.
- Identify organizations, local government agencies, and other entities within the site(s) that will serve as partners and subawardees.
- Utilize the proposed community engagement strategy to empower residents to design and refine a community-based safety model.
- Provide technical assistance and subawards to support the implementation of the community safety model.
- Work with a research partner to assess needs, document implementation, and develop tools to support further implementation in the field. No more than 20 percent of the total budget may be used to support research or evaluation services.
- Combat, address, or otherwise respond to precipitous or extraordinary increases in crime, or in a type or types of crime.
- Increase investment in and build capacity of local and community resources and institutions in the project site(s) that have the ability to reduce and prevent crime and enhance community engagement in these partnerships.

Deliverables

The awardee will undertake the following:

- Conduct a partnership selection process, in collaboration with and with approval from BJA, to identify and award collaborating organizations and entities located within the site(s) as part of a subaward process.

- 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. The solicitation or request for proposals must assess whether the applicants are experiencing a precipitous increase in crime, or type(s) of crime.

- Develop and execute, in collaboration with BJA, a pre-application outreach strategy to build awareness of the funding opportunity among potential applicants.

- Develop a detailed action plan for implementing the community engagement strategy, and develop the community safety approach with the partner organizations, agencies, and entities within the first year of the award. The action plan must include a description of the community safety challenge(s) to be addressed and the data that led to its identification, a logic model that identifies the strategy to be tested and the project's expected result(s), and the plan for the research partner's regular assessment of the project's implementation.

- Fund and administer subawards. The intermediary organization is expected to competitively select and administer subawards in collaboration with OJP, lead the community engagement and planning process in the first year of the award, provide TTA support to subawardees and coordinate the implementation of safety strategies in the site(s), and work with the research partner to document each phase of the project. OJP must approve the application process, selection criteria, and selection of subrecipient awardees suggested by the applicant. The process and design should recognize and serve the capacity limitations of smaller entities to apply for and administer grant funding and suggest methods to build capacity while also ensuring accountability to reach the desired project outcomes.

- Deliver intensive, site-specific technical assistance to subrecipients to support the implementation of the proposed community engagement strategy and development of the community safety model and its implementation. This should include the development of guidance materials and resources to support the subrecipients in implementing the proposed approach.

- Develop and disseminate knowledge diffusion products (e.g., fact sheets, webinars, etc.) to build awareness of the implementation of both the community engagement strategy and the community safety model and document lessons learned from their implementation.

- Design and conduct the assessment by the research partner in collaboration with site-based partners.

- Complete a final report that includes: (a) a summary report on the community engagement strategy and the community safety model piloted by subrecipients; (b) an assessment of programmatic community safety outcomes, including identification of community-driven metrics of public safety and/or community satisfaction with public safety; (c) an identification of promising or effective practices; (d) a discussion of themes, lessons

learned, and challenges encountered; and (e) implications and/or recommendations for future community safety initiatives.

The Goals, Objectives, and Deliverables are directly related to the performance measures that show the completed work's results, as discussed in the "Application and Submission Information" section.

Evidence-Based Programs or Practices

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

Information Regarding Potential Evaluation of Programs and Activities

OJP may conduct or support an evaluation of the 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."

OJP Priority Areas

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

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

Consistent with this Executive Order, the term "underserved community" refers to a population sharing a particular characteristic, as well as a geographic community, that has been systematically denied a full opportunity to participate in aspects of economic, social, and civic life or whose members have been historically underserved, marginalized, and adversely affected by inequality. Such communities include, among others, Black people, Hispanics and Latino/a/e people, Native American and other Indigenous peoples of North America (including Alaska Natives, Eskimos, and Aleuts), Asian Americans, Native Hawaiians, and Pacific Islanders.

In support of Executive Order 13985, OJP will:

A. Give priority consideration to applications that include project(s) that will promote racial equity and the removal of barriers to access and opportunity for communities that have been historically underserved, marginalized, and adversely affected by inequality, when making award decisions.

To receive this consideration, the applicant must describe how the proposed project(s) will address potential inequities and barriers to equal opportunity, and/or contribute to greater access to services for underserved and historically marginalized populations.

B. Give priority consideration to applicants that can demonstrate that their capabilities and competencies for implementing their proposed project(s) are enhanced because the applicant (or at least one proposed subrecipient that will receive at least 30 percent of the requested award funding, as demonstrated in the budget worksheet and budget narrative) identifies 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 culturally specific populations are intended or expected to be served or to have their needs addressed under the proposed project(s).

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

Note: Addressing these priority areas is one of many factors that OJP considers in making funding decisions. Receiving priority consideration for one or more priority areas is not a guarantee of an award.

Federal Award Information

Solicitation Categories

This solicitation does not include Solicitation Categories.

Awards, Amounts and Durations	**Period of Performance Start Date** 10/1/22 12:00 AM
Anticipated Maximum Dollar Amount of Awards $3,000,000.00	**Anticipated Total Amount to be Awarded Under Solicitation** $3,000,000.00
Period of Performance Duration (Months) 36	**Additional Information** Please see Anticipated Number of Awards and Maximum Dollar Amount sections below. Anticipated Number of Awards: Up to 3. Maximum Dollar Amount for each Award: Award amounts may range from $250,000 to $3,000,000 based on the scale of the proposed project. Applicants are encouraged to propose budgets that match the proposed activities, up to the full dollar amount anticipated to be awarded under this solicitation.

Continuation Funding Intent

BJA may, in certain cases, provide additional funding in future years to awards made under this solicitation through continuation awards. OJP will consider, among other factors, OJP's strategic priorities, a recipient's overall management of the award, and the award-funded work's progress, when making continuation award decisions.

Availability of Funds

This solicitation, and awards (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 cooperative agreements, which provide for OJP to have substantial involvement in carrying out award activities. See the "Administrative, National Policy, and Other Legal Requirements" section of the OJP Grant Application Resource Guide for additional information.

Financial Management and System of Internal Controls

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

Budget Information

Applicants should consider the most effective and efficient ways for reaching the field in proposing approaches to the work.

Cost Sharing or Matching Requirement

This solicitation does not require a match.

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

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

Limitation on Use of Award Funds for Employee Compensation: Waiver

See the OJP Grant Application Resource Guide information on the Limitation on Use of Award Funds for Employee Compensation; Waiver.

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

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

Costs Associated with Language Assistance (if applicable)

See the OJP Grant Application Resource Guide for information on Costs Associated with Language Assistance.

Unmanned Aircraft Systems

The use of BJA grant funds for unmanned aircraft systems (UAS), including unmanned aircraft vehicles (UAV), and all accompanying accessories to support UAS or UAV, is unallowable.

Subawards

Subawards may include salary support, equipment, materials, training opportunities, and travel costs associated with TTA. In administering financial support through subawards, the intermediary organization will be responsible for ensuring that all funds are used appropriately according to the applicable accounting and financial management principles as set forth in the DOJ Grants Financial Guide. The requirements for subrecipient monitoring can be found in 31 U.S.C. § 7502 and 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).

Digital Trust

Technological devices, artificial intelligence, predictive analytics, and other data-driven solutions ("Technological Enhancements") are increasingly used to augment crime reduction strategies and efforts. Care must be taken to assess and address any potential harm that could be activated by these solutions to ensure privacy, civil rights, and civil liberties are protected. Applicants proposing to utilize grant funds to support technological enhancements directly or via training and technical assistance may receive priority consideration if their proposal addresses the tenants of digital trust such as:

- How the technology will be carefully implemented through training of personnel and the setting and enforcement of policies governing its use to ensure that it contributes to positive outcomes for public safety, the community, and/or the criminal justice system.

- How the applicant will safeguard privacy, civil rights, and civil liberties throughout the duration of the project period.

Note: Program Costs that Require Prior Approval or are Unallowable

Applicants should be aware that all proposed costs contained within their budget documents will be reviewed for reasonableness, necessity, and compliance with relevant federal statutes, regulations, policies, and guidelines as outlined in the DOJ Grants Financial Guide at https://ojp.gov/financialguide/doj/pdfs/DOJ_FinancialGuide.

While this program focuses on community safety and encourages a broad approach, some costs will not be allowable and/or may require prior approval. Recognizing that this is a dynamic process and adjustments may be needed as a site evaluates how it will implement the strategy and model, BJA will consider changes to the approach if justified by the data. However, revisions to the budget are approved through a separate process.

Applicants should budget for travel for up to five members of the team to attend an in-person grantee meeting or other training opportunity during the planning phase of the project.

In addition to the allowable and unallowable costs identified in the DOJ Grants Financial Guide, award funds may not be

used for the following:

• Prizes, rewards, entertainment, trinkets, or any other monetary incentives

• Client stipends

• Gift cards

• Vehicles

• Food and beverages

Eligibility Information

For eligibility information, see the solicitation cover page.

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

Application and Submission Information

The following application elements **must** be included in the application to meet the basic minimum requirements to advance to peer review and receive consideration for funding:

- Proposal Abstract
- Proposal Narrative
- Budget Worksheet and Budget Narrative (Web-based Form) (The web-based form includes the budget details and the budget narrative.)
- Time and Task plan

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. The SF-424 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 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 the response that the: "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 for a general public

audience and will be made publicly available on the OJP website if the project is awarded. Proposal abstracts should be:

- Single-spaced, using a standard 12-point Times New Roman font with 1-inch margins.

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

- Which priority consideration is being sought: 1(A), 1(B), or both.
- What page(s) in the proposal narrative provide documentation of the applicant's plan to respond to the priority consideration.
- For applicants seeking priority consideration 1(B), who is the proposed subawardee to receive the funding and the amount of funds proposed, if relevant.

The abstract **must** include:

1. Applicant's name and the project's title.
2. City and state where the project will take place. For tribes, provide the boundaries or relevant counties and state.
3. Identification of the target locality/neighborhood/project boundaries, population of the target area, **and** ZIP code(s).
4. Dollar amount of federal grant funds requested.
5. Summary of the plan to use and analyze data to assess and address crime in the targeted locality.
6. Summary of the project's goals and activities.
7. Identification of specific crime issues to be addressed by the project.
8. Identification of other resources that will support the project.

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 15 pages. Pages should be numbered and submitted as an attachment. If the proposal narrative fails to comply with these length restrictions, BJA may consider such noncompliance in peer review and in final award decision.

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

Description of the Issue

Describe the target locality and/or neighborhoods to be targeted with this intervention.

Describe the recent history of the target locality and/or neighborhood(s) and how persistent and increasing types of crime have significantly impacted it. Detail the neighborhood's assets, challenges, and any experiences that have restricted or limited opportunities for community and economic development. Describe any issues of mutual trust or mistrust between residents and law enforcement and their impact on efforts to effect neighborhood improvement.

Identify the geographic boundaries of the proposed target locality and/or neighborhood(s), the ZIP code(s), as well as the population size and demographic makeup of the population of both the overall locality and the target neighborhood(s) where the strategy is proposed.

Describe the nature and scope of crime in the targeted community, including where crime, or type(s) of crime, is concentrated, and compare its rate with the crime rate for the overall jurisdiction. Provide any local/state data and a trend analysis for the target area (including National Incident-Based Reporting System/Uniform Crime Reporting data, FBI violent crime rates, calls for service, and survey results from target area residents) to support the application. Crime data must be provided for at least 3 years or longer to demonstrate persistent serious and violent crime issues. Note that applicants should provide data that are verifiable and part of an official records system, along with additional information about what is causing the crime in the hotspots. BJA and peer reviewers will use this information to understand the crime trends and confirm that the target area experienced persistent and increasing types of crime that had a significant impact

on the community over a minimum of 3 years.

Provide information that describes the gaps in existing alternatives and/or complements to traditional law enforcement and justice system approaches to addressing crime, and its root causes and risk factors, particularly for less serious offenses. The applicant must provide verified sources for the data that support the description of the issue.

Identify and describe the specific challenges motivating the applicant's interest to apply for this grant and that address the relevant area of focus to which the application responds.

Describe how the project addresses: (a) a systemic or chronic crime problem that can be addressed through alternative approaches and (b) current levels of community satisfaction and trust in law enforcement in areas experiencing high crime rates. Include any relevant data, background, and other information to show the significance and importance of the issue, making sure they are pertinent to understanding the identified problem.

Describe the need for testing of the proposed strategy in the field and gaps in capacity to address the issue.

Project Design and Implementation

Describe the overall project design to be implemented including planning and start-up, engagement, strategy development, implementation and assessment in the intended partner site or sites that will be the focus for this project, and how the strategy will address the precipitous increase in crime or type(s) of crime that will be addressed by the proposed approach.

Clearly describe the strategy for engaging residents of economically disadvantaged communities in the development of a community-based safety strategy and model.

Describe the how the applicant will work with its key partners and community residents and entities in the project to enhance the approach for success and sustainability. Provide proof of partner site(s) commitment to participating in this project by one or more representatives of the site(s), at least one of whom must be a local government agency, via either a memorandum of understanding (MOU) or a letter of support/interest (LOS), which should also be attached to the application as noted. In addition, the narrative description of this collaboration should be clearly tied to the description in the attached MOU or LOS.

Describe how the applicant has or will identify and select subawardee community-based organizations, local government agencies, and other entities within the partner site(s); provide TTA to subawardees to utilize a community engagement strategy for the development of the site's community safety model; and support the implementation of the model.

Identify a research partner who will collaborate with the applicant and subawardees to collect all relevant data, assess the nature and extent of crime rates in the site(s), and regularly assess the progress of the implementation, as well as any recommended changes or adjustments throughout implementation.

Detail in an attachment (the time task plan) the proposed timeline for selecting subawardees, implementing the community engagement strategy, developing the community safety approach, and implementing the model.

If the applicant is seeking priority consideration for Priority 1(A), it should address in this section how the proposed project(s) will promote racial equity and/or the removal of barriers to access and opportunity, and/or contribute to greater access to services, for communities that have been historically underserved, marginalized, and adversely affected by inequality.

Capabilities and Competencies

Fully describe the applicant's capabilities to implement the project, including its partners' capabilities. Describe the competencies of the staff assigned to the project and the organization overall. Describe the management structure and its roles and responsibilities, including decision-making, as well as the roles of any co-applicants or partners, if applicable. Demonstrate, including giving specific examples, the organization's expertise and experience in planning, developing, implementing, and managing community engagement strategies, community safety planning, providing TTA, and managing subawards to small, locally based organizations and entities.

Attach résumés/curricula vitae and/or job descriptions for any proposed staff or key partners who will be funded under the project.

Applicants should submit proposals that describe projects detailing their experience specific to community safety and crime prevention strategies and their experience managing subawards. Applicants are expected to have direct experience in developing relationships with underserved and marginalized communities, including specific experience working with racial and ethnic minority communities and economically disadvantaged areas experiencing high rates of crime. These organizations must demonstrate deep knowledge and experience in community safety strategies.

Fully describe the applicant's capabilities to serve as the intermediary for a set of subawards, including, but not limited to, stakeholder outreach, programmatic and financial review of application for subawards, and application evaluation. Further, the applicant must demonstrate its ability to administer subawards, including providing ongoing TTA to subrecipients, reviewing financial and performance reports, collecting and reporting performance reports, and maintaining adequate records management. The requirements for subrecipient monitoring are described in 31 U.S.C. § 7502 and 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) and the DOJ Grants Financial Guide at https://ojp.gov/financialguide/doj/pdfs/DOJ_FinancialGuide.

Describe how the applicant will monitor subawardees that, at a minimum, must include a plan for (a) reviewing financial and performance reports submitted by the subrecipients; (b) following up and ensuring the subrecipients act to address deficiencies found through audits, onsite reviews, and other means; and (c) issuing a management decision based on the audit findings pertaining to the subaward.

Identify the research partner and describe their experience completing the following activities:

• Developing a "theory of change" and/or logic models.

• Collecting and analyzing criminal justice and public safety data and using data to identify criminal justice and public safety-related problems.

• Ability to work through barriers to research-driven problem-solving.

• Identifying and proposing proven strategies/interventions to address problems.

• Documenting program operations and processes.

• Measuring program outcomes.

• Using data to determine program effectiveness.

• Assessing implementation fidelity.

• Regularly presenting findings and conclusions both orally and in written form to an implementation team, as well as making recommendations for program improvement.

• Developing "real-time" products and resources for strategic decision-making.

• Working with the team to develop a sustainability plan.

• Communicating with a wide variety of public sector, private, and community members; for example, organizations may be called on to present their evaluation findings, conclusions, and recommendations to individuals such as prosecutors, law enforcement leadership and line officers, clergy representatives, funding agency representatives, legislators, city council members, and persons in the criminal justice system.

If the applicant is seeking priority consideration under Priority 1(B), it should describe within this section how being a culturally specific organization (or funding a culturally specific subrecipient organization at a minimum of 30 percent of the project budget) will enhance its ability to implement the proposed project(s) and should also specify which culturally specific populations are intended or expected to be served or have their needs addressed under the proposed project(s).

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

Describe the methodology that will be used to collect and report outcome data, including the criteria to be used, and how the information will be analyzed to assess project effectiveness, as well as communicated to inform BJA of the project's effectiveness. Demonstrate how the data will be used to enhance the project's implementation and how it could guide replication. Discuss the role of the site partners in supporting this process. Discuss how the project will be sustained after the federal funding ends.

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 sample performance measure questions for this program can be found at here.

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

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

Goals, Objectives, Deliverables, and Timeline

The applicant will submit Reimagining Justice's goals, objectives, and deliverables in the JustGrants web-based form.

Budget and Associated Documentation

Budget Worksheet and Budget Narrative (Web-based Form)

The applicant will complete the JustGrants web-based budget form.
See the OJP Grant Application Resource Guide for additional information.

The budget must explicitly describe how the proposed budget items directly apply to the project's design and will assist the applicant in meeting the project's objectives and deliverables. The budget must support the strategies and approaches outlined in the project design and include a narrative to describe the expenditures under each cost area and how they will contribute to the overall project's goals. The budget narrative should demonstrate how the applicant will maximize cost effectiveness of grant expenditures and deliver the best value. The budget narrative should demonstrate cost effectiveness in relation to potential alternatives and the goals of the project.

The budget narrative must include that no more than 20 percent of the total budget will be used to support research or evaluation services.

If the applicant is seeking priority consideration under Priority 1(B) based on the identification of at least one proposed subrecipient as a culturally specific organization, the proposed funding for the subrecipient in the web-based budget form **must be a minimum of 30 percent of award funding.**

The budget narrative must also describe how the activities that will be funded with the (minimum) 30 percent of award funding provided to the subrecipient **specifically relate to the priority consideration requested under Priority 1(B)** and described in the "Capabilities and Competencies" section of the application.

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 the link to the questionnaire and additional information.

Memoranda of Understanding (MOUs) and Other Supportive Documents

Each applicant should submit, as part of its application, either an MOU or LOS for the key individuals, organizations, and/or agencies that are coordinating or leading the key elements of the proposed strategy. Alternatively, the partners can describe this in the proposal narrative, supported with an LOS from each entity. Each MOU or LOS must:

- Describe each partner's financial and programmatic commitment.
- Describe how each partner's existing vision and current activities align with those of the proposed partnership. Demonstrate a commitment to provide the data needed to complete the community safety model described in this solicitation, in addition to listing the specific staff that will oversee this effort and providing a list of key partners and

their leadership.

Applicants should provide letters of support or interest from community leaders (as defined by the local jurisdiction), criminal justice partners, and any other entities that will be key partners in the proposed strategy.

Additional Application Components

Applicants will attach the additional requested documentation in JustGrants.

Curriculum Vitae or Resumes

Attach résumés/CVs and/or job descriptions for any proposed staff or key partners who will be funded under the project, and describe their relationship to the project.

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.

Timeline Form

Attach a time task plan (with an estimated start date of October 1, 2022) with each project objective, activity, expected completion date, and responsible person or organization. The applicant will submit the time task plan by uploading the document as an attachment in JustGrants.

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; Drug-Free Workplace Requirements; Law Enforcement and Community Policing in JustGrants. See the OJP Grant Application Resource Guide for additional information.

Applicant Disclosure and Justification – DOJ High Risk Grantees (if applicable)

If applicable, submit the DOJ High Risk Disclosure and Justification as an attachment in JustGrants. A DOJ High Risk Grantee is an award recipient that has received a DOJ High Risk designation based on a documented history of

unsatisfactory performance, financial instability, management system or other internal control deficiencies, or noncompliance with award terms and conditions on prior awards, or is otherwise not responsible. See the OJP Grant Application Resource Guide for additional information.

How to Apply

Step 1: The applicant must submit the **SF-424** and **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 in 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 July 27, 2022 8:59 PM.

The **full application** must be submitted in JustGrants by August 1, 2022 8:59 PM.

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 Grants.gov Customer Support Hotline within 24 hours of the Grants.gov deadline to request approval to submit after the deadline. However, waiver requests will not be reviewed until after the JustGrants deadline to allow time for all waivers to be submitted. 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; and
- Include the applicant's DUNS number (or Unique Entity Identifier if applying after April 4, 2022), 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 Criteria

Applications that meet the basic minimum requirements will be evaluated by peer reviewers. Applications will be evaluated

on how the proposed project/program addresses the following criteria:

Merit Review Criteria

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

2. Project Design and Implementation (40 percent)- evaluate the adequacy of the proposal, including the goals, objectives, timelines, milestones, and deliverables.

3. Capabilities and Competencies (25 percent) - evaluate the administrative and technical capacity of the applicant to successfully accomplish the goals and objectives.

4. Plan for Collecting the Data Required for this Solicitation's Performance Measures (5 percent) - evaluate the applicant's understanding of the performance data reporting requirements and the plan for collecting the required data.

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

Other Review Criteria/Factors

Other important considerations for [insert PO] include geographic diversity, strategic priorities (specifically including, but not limited to, those priority areas already mentioned), available funding, past performance, [insert any additional programmatic review criteria that will be used to make funding decisions], 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.

Review Process

Applications submitted under this solicitation that meet the basic minimum requirements, will be evaluated for technical merit by a peer review panel(s) in accordance with OJP peer review policy and procedures using the review criteria listed above.

OJP screens applications to ensure they meet the basic minimum requirements prior to conducting the peer review. Although specific requirements may vary, the following are common requirements applicable to all OJP solicitations:

- The application must be submitted by an eligible type of applicant.

- The application must request funding within programmatic funding constraints (if applicable).

- The application must be responsive to the scope of the solicitation.

- The application must include all items necessary to meet the basic minimum requirements.

Pursuant to the Part 200 Uniform Requirements, before award decisions are made, OJP also reviews information related to the degree of risk posed by the applicant. 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 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, all final award decisions will be made by the Assistant Attorney General, who may consider not only peer review ratings and BJA recommendations, but also other factors as indicated in this section.

Federal Award Administration Information

Federal Award Notices

See the OJP Grant Application Resource Guide for information on award notifications and instructions.

Administrative, National Policy, and Other Legal Requirements

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

Information Technology (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.

Application Checklist

BJA FY 2022 Reimagining Justice: Testing a New Model of Community Safety

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/financialguidedoj/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(s) of $3,000,000.

Review Eligibility Requirement:

- Public and state-controlled institutions of higher education

- Native American tribal organizations (other than federally recognized tribal governments)

- Native American tribal governments (federally recognized)

- Nonprofits having a 501(c)(3) status with the IRS, other than institutions of higher education

- Nonprofits that do not have a 501(c)(3) status with the IRS, other than institutions of higher education

- Private institutions of higher education

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 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
- Make sure to address Priority Considerations 1a and 1b (if applicable) in the proposal narrative and budget worksheet

Content of Application Submission: Critical Application Elements

The following items are critical application elements required to pass the basic minimum requirements review. If OJP determines that an application does not include the following elements, it will neither proceed to peer review, nor receive further consideration.

- Proposal Abstract
- Proposal Narrative
- Budget Worksheet and Budget Narrative (web-based form)
- Time Task Plan

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)

Additional Application Components:

- Tribal Authorizing Resolution (if applicable) (see OJP Grant Application Resource Guide)

- Research and Evaluation Independence and Integrity (see OJP Grant Application Resource Guide)

- Request and Justification for Employee Compensation; Waiver (if applicable) (see OJP Grant Application Resource Guide)
- Time and Task Plan
- Résumés and Position Descriptions

- MOUs

- Letters of Support or Interest

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.