

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



BJA FY 23 Prison Rape Elimination Act Resource Center

Assistance Listing Number # 16.735

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Step 1: Application Grants.gov Deadline: June 05, 2023 8:59 PM ET

Step 2: Application JustGrants Deadline: June 12, 2023 8:59 PM ET

Overview

The Prison Rape Elimination Act (PREA) established within the Department of Justice (DOJ) “a national clearinghouse for the provision of information and assistance to Federal, State, and local authorities responsible for the prevention, investigation, and punishment of instances of prison rape.” [(See 34 U.S.C. 30304(a)(1).] To date, the Department of Justice, the Office of Justice Programs (OJP), and the Bureau of Justice Assistance (BJA) have fulfilled this statutory obligation through the creation and administration of the PREA Resource Center (PRC). Under this solicitation, applications are requested to deliver and expand the provision of targeted training, technical assistance, information, and other support to stakeholders across the nation who are responsible for preventing, detecting, and responding to the sexual abuse and sexual harassment of persons who are confined, and achieving and maintaining compliance with the PREA standards. This includes ensuring continued progress toward the successful implementation of:

- The PREA standards in the nation’s confinement facilities and the agencies that oversee them.
- Cultures in facilities and agencies that:
 - Strengthen and reinforce the commitment of all staff to eliminate sexual abuse and sexual harassment of persons who are confined.
 - Promote reporting of such abuse and harassment by persons who are confined and staff members.
 - Prevent retaliation against those who report.
 - Ensure investigations in which the credibility of all alleged victims, suspects, and witnesses is “assessed on an individual basis” and “is **not** determined by the

person's status of inmate or staff." [(See PREA standard 115.71(e), 115.171(e), 115.271(e), 115.371(f).] (Emphasis added.)

This program furthers the DOJ's mission by improving public safety, reducing violent crime, and increasing community trust.

This solicitation incorporates guidance provided in the OJP Grant Application Resource Guide which provides additional information for 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:

For profit organizations other than small businesses, 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, Small businesses

Under this solicitation, BJA is requiring applications under which two or more entities will carry out the federal award; however, only one entity may be the applicant. 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 2023 solicitation in future fiscal years, dependent on, among other considerations, the merit of the applications and the availability of appropriations.

Contact Information

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

Pre-application Information Session

BJA will hold a solicitation webinar that will provide a detailed overview of the solicitation and allow an opportunity for interested applicants to ask questions. The date/time for this webinar will be posted on the BJA website under Upcoming Events. Interested applicants will need to register for the webinar and a link will be provided, once posted. To use the time most efficiently, BJA encourages webinar attendees to review the solicitation prior to the webinar and be prepared to submit any questions in the webinar chat. The webinar title will be listed on the

BJA website as: "PREA Resource Center Solicitation."

Submission Information

Registration: Before submitting an application, all applicants must register with the System for Award Management (SAM). You must renew and validate your registration every 12 months. If you do not renew your SAM registration, it will expire. An expired registration can delay or prevent application submission in Grants.gov and JustGrants. Registration and renewal can take up to 10 business days to complete.

Submission: Applications must be submitted to DOJ electronically through a two-step process via Grants.gov and JustGrants.

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>. **Submit the SF-424 and SF-LLL as early as possible, but no later than 48 hours before the Grants.gov deadline.** If an applicant fails to submit in Grants.gov, they will be unable to apply in JustGrants.

For technical assistance with submitting the SF-424 and a 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.

Step 2: The applicant must submit the **full application**, including attachments, in JustGrants at [JustGrants.usdoj.gov](https://www.justgrants.usdoj.gov) by the JustGrants application deadline.

For technical assistance with submitting the **full application** in JustGrants, contact the JustGrants Service Desk at 833-872-5175 or JustGrants.Support@usdoj.gov. The JustGrants Service Desk operates 7 a.m. to 9 p.m. ET Monday–Friday and 9 a.m. to 5 p.m. ET on Saturday, Sunday, and Federal holidays.

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. Applicants should maintain all receipts and confirmations received from SAM.gov, Grants.gov, JustGrants systems.

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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.

With this solicitation, BJA seeks to fund the continuation of the PREA Resource Center (PRC) to ensure continued progress toward meaningful implementation of the PREA standards in the nation's confinement facilities and to strengthen the commitment of staff members in these facilities and the agencies that oversee them to eliminate sexual abuse and sexual harassment of persons who are confined. This solicitation prioritizes efforts to create and enhance cultures in confinement facilities and agencies that do not tolerate sexual victimization.

Statutory Authority

Public Law No. 108-79 (codified at 34 U.S.C. 30301 - 30309); Department of Justice Appropriations Act, 2023 Public Law No. 117-328; 136 Stat. 4459, 4534.

Specific Information

September 2023 will mark the 20th anniversary of the enactment of the PREA statute. Much has been accomplished in the past 20 years to prevent, detect, and respond to the sexual abuse and sexual harassment of persons who are confined, yet much work remains to achieve the PREA statute's primary goal of eliminating sexual victimization in confinement.

Under this new cooperative agreement, the PRC will continue to deliver targeted training and technical assistance (TA) and make practical, relevant PREA implementation resources available to state, local, and tribal corrections and law enforcement professionals, those who advocate on behalf of victims of sexual abuse and persons who are confined, and other stakeholders across the country working to eliminate sexual abuse and sexual harassment in confinement facilities, and achieve and maintain compliance with the PREA standards.

Recipients of the Assistance to be Provided under this Solicitation

DOJ's PREA Regulatory Impact Assessment (RIA) estimates there are approximately 13,000 confinement facilities (i.e., prisons and jails, juvenile confinement facilities, community confinement facilities, and police lockups) with requirements under the PREA standards. As of late 2022, 7,284 PREA audits had been conducted in all 50 states, the District of Columbia, Puerto Rico, and Guam. The breakdown of these audits by facility type is as follows:

- Prisons and jails – 3,691 audits, including:
 - 2,742 audits of prisons
 - 949 audits of jails
- Juvenile confinement facilities – 1,974 audits
- Community confinement facilities – 1,522 audits
- Police lockups – 97 audits

PREA Standard 115.401(a) requires agencies to ensure that each confinement facility receives at least one PREA audit during the 3-year period starting on August 20, 2013, and during each 3-year period thereafter. Because of this requirement, there are confinement facilities across the country that have received more than one PREA audit.

As of late 2022, 2,655 confinement facilities have received one or more PREA audits. These 2,655 individual confinement facilities are included in the 7,284 audits conducted. The following list includes the total number of individual jails, prisons, juvenile confinement facilities, community confinement facilities, and police lockups that have, as of late 2022, received one or more PREA audits:

- 1,122 prisons and jails received one or more PREA audits, including:
 - 610 prisons
 - 512 jails
- 782 juvenile confinement facilities
- 706 community confinement facilities
- 45 police lockups

Based on this audit data, DOJ's RIA, and current research (see, e.g., Mass Incarceration: The Whole Pie 2023, Prison Policy Institute, March 14, 2023) regarding the number of confinement facilities across the United States, BJA recognizes that thousands of facilities with obligations under the PREA standards have **not** received a PREA audit. Recent data from the Prison Policy Institute indicate there are 1,566 prisons, 3,116 jails, and 1,323 juvenile correctional facilities in the United States, yet only 610 prisons, 512 jails, and 782 juvenile confinement facilities have received one or more PREA audits. In addition, OJP's Bureau of Justice Statistics (BJS) estimates (see, e.g., National Sources of Law Enforcement Employment Data, April 2016) there are approximately 18,000 federal, state, and county/local police departments across the nation, and many of these operate lockups with requirements under the PREA standards; yet less than 50 police lockups have received one or more PREA audits.

Many of the confinement facilities/agencies that have not received a PREA audit are located in smaller, rural, under-served, and/or under-resourced jurisdictions. It is likely that most of these facilities/agencies have **not**:

- Begun to work—or are in the early stages of working—to achieve and maintain compliance with the PREA standards.
- Submitted an application to receive funding under BJA's site-based PREA grant program.
- Requested assistance and support related to PREA implementation from the PRC.

BJA emphasizes that while the specific kinds of confinement facilities/agencies described above must be prioritized by applicants, applicants must also address the requirement that the PRC must continue to offer and provide targeted training, TA, information, and other support described in this solicitation to all confinement facilities/agencies across the country with responsibilities under the PREA standards.

Critical PREA Implementation Challenges to be Prioritized under this Solicitation

BJA recognizes that one of the most significant PREA implementation challenges is the successful utilization of sexual abuse investigation policies, operations, and practices in confinement facilities/agencies consistent with the requirements under the PREA standards. Applicants must propose strategies to enhance investigation policies, operations, and practices, and focus on both criminal and administrative investigations. The following are key considerations related to investigations to be addressed by applicants:

- Developing and enhancing the skills and knowledge of investigators, first responders, and others who are responsible for criminal and administrative investigations of sexual victimization of persons who are confined.
- Ensuring investigations in which the credibility of all alleged victims, suspects, and witnesses is “assessed on an individual basis” and “is **not** determined by the person’s status of inmate or staff.” [(See PREA standard 115.71(e), 115.171(e), 115.271(e), 115.371(f).] (Emphasis added.)
- Supporting and guiding efforts to change investigation polices, operations, and practices to align with the PREA standards.

BJA has identified a number of other key challenges related to increasing the sexual safety of persons who are confined and successfully implementing the PREA standards. Applicants must also explain and describe how they will address these challenges, which include:

- Implementing and utilizing the outcomes/results of intake screening instruments and processes—and of ongoing assessments—to identify persons who are confined and at risk of being sexually victimized or of perpetrating sexual abuse and/or sexual harassment.
 - Making housing, programming, and other related decisions based on both the outcomes/results of the intake screening and ongoing assessments.
- Putting in place policies, operations, and practices to protect vulnerable populations of persons who are confined, including, but not limited to, those who are lesbian, gay, bisexual, transgender, and intersex.
- Ensuring that individuals—both those who are confined and staff members—who report sexual abuse and sexual harassment in confinement settings do not experience retaliation for reporting.
- Establishing partnerships between confinement facilities/agencies and victim services and other similar organizations to provide support to survivors of sexual victimization who are confined.
- Identifying and utilizing one or more external entities to receive reports of sexual abuse and sexual harassment from persons who are confined that will immediately forward such reports to designated agency officials while allowing the confined persons who make these reports to remain anonymous.
- Enhancing PREA implementers’ knowledge and understanding of trauma-informed PREA implementation approaches, improving their ability to integrate such approaches into agency policies and procedures, and implementing such approaches into the day-to-day operations and practices of confinement facilities.

Utilizing Current Research and Data

Applicants must demonstrate a comprehensive understanding of the current research and data on sexual victimization in confinement facilities and propose strategies to use this research and data to inform the work of the PRC. For example, OJP’s Bureau of Justice Statistics (BJS) continues to carry out important statistical analyses that are required by the PREA statute. [See 34 U.S.C. 30303(a).] These analyses focus on the sexual abuse and sexual harassment of persons who are confined in jails, prisons, and juvenile confinement facilities. Applicants must describe how these analyses are relevant to the PRC and articulate how they will inform the work required under this solicitation. A recent example of such an analysis is: Facility Characteristics of Sexual Victimization of Youth in Juvenile Facilities, 2018 – Statistical Tables.

Measuring the Impact and Outcomes of the PRC’s PREA Implementation Work

BJA is committed to ensuring that the proposed PREA training, TA, and other PREA implementation work supported under this solicitation result in meaningful, measurable changes

in the knowledge, beliefs, and/or skills of stakeholders, and increase the ability of confinement facilities/agencies to increase sexual safety and implement the PREA standards. Applicants must, therefore, also describe how they will evaluate the impacts and outcomes of the work they propose.

Supporting PREA Implementation Efforts in Juvenile Confinement Facilities/Agencies and Tribal Confinement Facilities/Agencies

The BJS study referenced above reinforces the importance of continuing to support PREA implementation efforts in juvenile confinement facilities/agencies. Applicants must propose strategies to support PREA implementation in these facilities/agencies.

In addition, addressing the unique PREA implementation challenges in tribal confinement facilities/agencies remains a priority for BJA. Applicants must also demonstrate a comprehensive understanding of the unique challenges that exist in such facilities/agencies and discuss how they will address them.

BJA emphasizes that applicants, in explaining how they will support PREA implementation efforts in juvenile and tribal confinement facilities/agencies, should **not** propose to “cut and paste” from existing PREA resources. Instead, applicants must define strategies they will use to develop and deliver tailored assistance, support, and information that reflects the diverse, specialized PREA implementation challenges and considerations in these unique facilities/agencies.

Collaborating with Key Partners

BJA understands that applicants may not possess all of the substantive expertise and knowledge necessary to carry out the significant work required under this solicitation, and BJA prioritizes collaboration on the PREA implementation efforts it supports. Therefore, BJA is requiring applicants to identify and propose partners (both organizations and individuals) who can lead, be involved in, and support the range of approaches and strategies they propose. Applicants must explain how these partners will be involved in the work they define and identify the specific areas of expertise they will bring to the PRC.

Addressing the Inter-Relatedness of the Different Types of Work Required under this Solicitation

BJA appreciates that the work (e.g., PREA training, TA, etc.) required under this solicitation is related. For example, an agency that requests TA on investigating sexual abuse might benefit from an existing training on this topic. Or, a PREA coordinator who requests guidance developing a staffing plan that is consistent with the PREA standards may be able to use examples of such plans available in the clearinghouse of information and resources on the PRC website. Applicants must discuss the connections between the types of work they propose, and explain how these connections will be used to maximize the effectiveness of their efforts.

Supporting the PREA Audit Function to be Awarded via a Separate BJA Contract in FY 2023

BJA will compete all of the activities related to the management and expansion of the PREA audit function via a contract in FY 2023. As a result, applications submitted under this solicitation should **not** include the following tasks related to PREA auditing activities:

- *Training, certifying, and recertifying PREA auditors.*
- *Supporting the PREA Audit Oversight Program and related efforts to enhance the quality and integrity of audits, including making needed updates to the PREA Auditor Handbook.*
- *Administering the PREA Online Audit System.*

- *Managing the use of and enhancing the PREA Audit Instrument.*
- **Administering the PREA Audit Assignment System.**
- Running the process established by BJA to assist the nation's Governors in annually submitting the PREA certifications, PREA assurances, and related information and data to DOJ.

Applicants under this solicitation must, however, describe how they will work collaboratively with the organization selected to administer the PREA audit function. Applicants are required to identify where and how the work of the PRC intersects with the PREA audit function, and explain how they will manage these intersections in ways that inform and enhance the ongoing efforts of the PRC. For more information about the PREA audit function, see the [PREA Auditor Handbook](#) and the ["Audit" section of the PRC website](#).

In addition, BJA emphasizes that organizations which submit applications under this solicitation **may also** submit applications under the request for proposals related to the FY 2023 contract to administer the PREA audit function.

Goals, Objectives, and Deliverables

This section defines the goals, objectives, and deliverables required under this solicitation and focuses on:

- PREA training
- PREA technical assistance
- Clearinghouse for PREA information and resources
- Strategic outreach to and communication with PREA stakeholders
- Implementing and enhancing zero tolerance cultures in confinement facilities and agencies

In reviewing applicants' proposed strategies to achieve the goals, objectives, and deliverables below, BJA will consider the extent to which they address the requirements included in the Specific Information section above.

PREA TA Goal, Objectives, and Deliverables

PREA Training Goal

Develop and deliver targeted, high quality training to the stakeholders who are responsible for promoting sexual safety and achieving and maintaining compliance with the PREA standards in confinement facilities/agencies across the nation.

PREA Training Objective

Develop and deliver an array of cost-effective, in-person, and online/virtual presentations and trainings at national professional conferences and at other events and venues that reach diverse PREA stakeholders across the nation.

These stakeholders include:

- PREA coordinators

- PREA compliance managers
- Line staff and supervisors in confinement facilities
- Administrators/directors of agencies that oversee confinement facilities
- Internal and external investigators of sexual victimization
- Medical, mental health, and other treatment staff in confinement facilities
- Intake/classification staff
- Other program staff in confinement facilities
- Individuals who advocate on behalf of survivors of sexual victimization and on behalf of persons who are confined and their impacted family members

In addition, applicants must define how they will provide training to agencies in receipt of:

- Competitive awards made under BJA's PREA site-based grant program.
- PREA reallocation awards made under BJA's Edward Byrne Memorial Justice Assistance Grant Program to states/territories whose Governors previously submitted PREA assurances to DOJ.

PREA Training Deliverables

- Finalize, in the first 2 months of the project period, a comprehensive PREA Training Plan to be approved by BJA that will guide the delivery of PREA training throughout the project period. Applicants must propose an initial PREA Training Plan that:
 - Focuses specifically on topics that reflect the greatest needs of PREA implementation stakeholders across the country.
 - Defines the methods (i.e., online/virtual, an in-person/classroom) to be used to deliver PREA training on these topics.
 - Identifies subject matter experts and faculty members to develop and/or deliver the training.
 - Sequences the delivery of PREA training strategically throughout the project period.
 - Maximizes the funding available under this cooperative agreement to conduct targeted, high quality PREA training.
- Use cost-effective training strategies that leverage technology (e.g., webinars, learning management systems, etc.) to be maximally responsive to the PREA implementation needs of stakeholders.
- Convene cost-effective trainings for stakeholders that are delivered via in-person/classroom-based settings.
- Implement evaluation strategies to ensure the PREA training results in meaningful, measurable changes in the knowledge, beliefs, and/or skills of participants, as well as increases their ability and effectiveness to increase the sexual safety of persons who are confined.
- Provide quarterly training reports/summaries to BJA that:
 - Describe the PREA training delivered.
 - Emphasize the impacts and outcomes of the training.
 - Highlight lessons learned from the training that can be applied to ongoing and future PREA training efforts.
 - Explain upcoming/planned PREA training opportunities.
- Comply with the DOJ/OJP conference cost reporting process for proposed PREA training events that are subject to this mandatory process. For more information, see the DOJ Grants Financial Guide at <https://www.justice.gov/ovw/page/file/1507156/download> and the GSA Federal Travel Regulation at <https://www.gsa.gov/policy-regulations/regulations/federal-travel-regulation>. Applicants must briefly explain their knowledge of and experience with the DOJ/OJP conference cost reporting process and describe how they will uphold all of the requirements associated with it in the PREA training they propose.

PREA TA Goal, Objectives, and Deliverables

PREA TA Goal

Provide cost-effective, targeted TA to state, local, and tribal agencies across the nation that promotes sexual safety in confinement facilities and supports efforts to achieve and maintain compliance with the PREA standards.

PREA TA Objectives

PREA TA Objective 1: BJA's Site-based PREA Grantees

Provide targeted TA to BJA's site-based PREA grantees to help them to clarify and achieve their grant-specific goals and assist them in developing and carrying out comprehensive PREA implementation plans.

PREA TA Objective 1 Deliverables:

- Assign, in consultation with BJA, an expert coach to each BJA PREA grantee to assess and identify the grantee's TA needs, and guide the grantee's PREA implementation work throughout the grant program.
- Develop and finalize a PREA implementation plan in collaboration with each BJA PREA grantee. BJA will quickly review and approve every grantee's PREA implementation plan. Coaches will support the creation of these plans, which must:
 - Be consistent with the PREA standards' requirements.
 - Identify and prioritize the grantee's needs and challenges related to implementing the PREA standards.
 - Define how the grantee will use its resources, including PREA grant funding from BJA, as well as other strengths and assets present in the agency, to achieve the goals of its BJA PREA grant.
 - Explain how the progress made using BJA funding will be institutionalized following the end of the grant period.
- Provide ongoing, targeted PREA TA to grantees following the finalization and approval of their PREA implementation plans by BJA.
- Deliver limited, onsite, face-to-face assistance to selected PREA grantees that will benefit from such assistance. Applicants must describe how PREA grantees will be selected to receive this assistance, and include the number of site visits to PREA grantees which will be conducted by their assigned coaches and/or other subject matter experts.
- Use existing planning and implementation resources, including, but not limited to, the PREA Project Planning Guide, to guide the TA.
- Share with the field at large the innovative and promising work accomplished by BJA's PREA grantees using the PRC website and other information dissemination mechanisms.
- Deliver quarterly reports/summaries to BJA that highlight the progress and achievements made by the PREA site-based grantees, and any planned/upcoming efforts to support them.

PREA TA Objective 2: States and Territories in Receipt of PREA Reallocation Awards under BJA's ByrneJAG Program

Provide targeted TA to states and territories whose Governors submitted a PREA assurance to DOJ that not less than five percent of BJA's ByrneJAG grant to that state or territory will be used to adopt and achieve full compliance with the PREA standards.

PREA TA Objective 2 Deliverables:

- Communicate, in collaboration with BJA, with **all** states and territories currently in receipt of PREA reallocation awards under BJA's ByrneJAG Program about the sunset of the PREA assurance option and the implications of this sunset for Governors on December 16, 2024, as required by the 2016 Amendment to the PREA statute. (See Public Law 114-324.)
- Collect information from these states and territories regarding their PREA implementation efforts to date in order to identify specific issues and challenges that are preventing their Governors from submitting certifications of full compliance with the PREA standards to DOJ.
- Provide a summary of the information collected for review and consideration by BJA that defines the most significant and pressing/urgent PREA implementation issues and challenges in these states and territories that are preventing their Governors from submitting the certifications of full compliance with the PREA standards to DOJ. This summary must recommend steps that can be taken by the PRC and BJA to address the issues and challenges identified.
- Deliver targeted TA to states and territories that express interest in and willingness to work with the PRC and BJA to address the issues and challenges preventing their Governors from submitting to DOJ certifications of full compliance with the PREA standards. Applicants must plan for the delivery of both off-site/remote/virtual TA and limited onsite/face-to-face TA, and propose the number of site visits to be conducted.
- Develop strategies to measure the impact and outcomes of the targeted TA.
- Deliver quarterly reports/summaries to BJA that summarize the impact and outcomes of the TA, and include upcoming TA activities.

For more information about these PREA reallocation awards to states and territories, please see BJA's FAQs Regarding the Prison Rape Elimination Act (PREA) Certification Requirement and 5 percent Reduction.

PREA TA Objective 3: Field-initiated

Provide field-initiated TA to requesting confinement facilities, agencies, and individual PREA implementation stakeholders responsible for carrying out the requirements under the PREA standards.

PREA TA Objective 3 Deliverables:

- Develop a comprehensive process to market the availability of field-initiated TA, and to receive, review, and triage requests for this assistance from the field at large on an ongoing basis.
- Deliver field-initiated TA that addresses the needs of each requesting confinement facility, agency, and/or individual. This type of TA will be short-term in nature and focus on discreet PREA implementation issues and challenges. In most or all cases, the TA will be provided remotely/virtually by PRC staff members and/or other subject matter experts. Examples include responses to specific PREA questions via phone and/or email, activities such as conducting PREA policy reviews, and examining whether a

screening instrument or other tools are consistent with the requirements of the PREA standards. Based on their experience and knowledge of the needs of the field at large, applicants must include the number of field-initiated TA engagements to be carried out during the project period.

- Share with the field at large the innovative and promising work accomplished by recipients of field-initiated TA using the PRC website and other information dissemination mechanisms.
- Provide quarterly reports/summaries to BJA that summarize progress and key achievements made via field-initiated TA.

For more information about the field-initiated TA currently offered by the PRC to address the needs of the field at large, see: <https://www.prearesourcecenter.org/training-and-technical-assistance>.

PREA TA Objective 4: Intensive TA

Provide intensive TA to confinement facilities/agencies facing complex, longstanding PREA implementation challenges that require onsite/face-to-face support and a substantial investment of time and resources.

Because of funding challenges created by the costs associated with carrying out DOJ's many PREA implementation responsibilities as defined in the PREA statute, in two amendments to the PREA statute, and in the PREA standards, BJA is **not** able to support a site-based competitive grant program in FY 2023. (BJA anticipates being able to fund its PREA site-based grant program again in future fiscal years.) This grant program addresses the PREA implementation needs and challenges of state, local, and tribal confinement facilities/agencies across the nation. Because of the suspension of BJA's site-based PREA program in FY 2023, the provision of intensive TA that is directly responsive to the needs of confinement facilities/agencies in diverse jurisdictions across the country **must be** prioritized by applicants.

PREA TA Objective 4 Deliverables:

- Develop, in consultation with BJA, a comprehensive, competitive process to market the availability of intensive TA.
- Receive, review, and select requests/applications for intensive TA. Consistent with BJA's commitment to selecting confinement facilities/agencies where meaningful, sustained changes related to PREA implementation are possible, applicants must propose how requests/applications will be evaluated.
- Carry out substantial onsite/in-person assistance and support, which must be delivered by one or more assigned subject matter experts/coaches. Applicants must propose the number of confinement facilities/agencies to receive intensive TA, and demonstrate the capacity to serve the diverse PREA implementation needs of the selected facilities/agencies.
- Deliver, at a minimum, the following two types of intensive TA:
 - *Strategic planning and implementation approach/process.* BJA recognizes that some intensive TA recipients will benefit significantly from a strategic planning process to develop a collaborative, team-based approach to PREA implementation that focuses on identifying and prioritizing key PREA challenges and developing and initiating a comprehensive PREA implementation plan that focuses on addressing these challenges. Applicants must propose a strategic planning and implementation process, and articulate how existing resources, including, but not limited to, the PREA Project Planning Guide, will be used to

- support the delivery of Intensive TA.
 - *Issue-specific approach/process.* BJA also recognizes that some intensive TA recipients may benefit significantly from support that focuses on one or more substantial, but specific, PREA implementation challenges that are impeding their efforts to enhance the sexual safety of persons who are confined. Applicants must, therefore, also explain how they will deliver intensive TA that is issue specific. Examples of such issues include, but are not limited to, barriers to implementing a comprehensive process for investigating allegations of sexual victimization of confined persons and establishing and maintaining partnerships between confinement facilities/agencies and external victim services organizations that provide support to confined persons who are survivors of sexual victimization.
- Offer and deliver other types of intensive TA. Applicants are strongly encouraged to propose to BJA other methods to deliver intensive TA. One example that applicants may—but are **not required to**—propose is to set aside a portion of the funding available under this solicitation for pass-through awards to competitively selected subrecipients (subgrantees). Applicants that propose this type of intensive TA must explain how the subrecipients (subgrantees) will be selected, define the amount of funding that will be made available to them, and state how many subrecipients/subgrantees will be served in this way. In addition, applicants must articulate how they will, in coordination with BJA, monitor each subaward to ensure they expend the funding in ways that are consistent with the DOJ Grants Financial Guide and uphold the match requirement included in the PREA statute. [(See 34 U.S.C. 30305(c)(3).)]
 - Applicants that elect not to propose utilizing subawards to deliver intensive TA must explain this decision and describe how the needs of selected confinement facilities/agencies to receive intensive TA will be served effectively in the absence of such funding. In addition, applicants that do not propose using this type of intensive TA must describe how they will work strategically with BJA during the project period to determine if, in the future, BJA should use subawards to support PREA implementation efforts across the nation.
- Create and implement a data-driven process to measure the positive changes and impacts that result from the delivery of intensive TA.
- Share with the field at large the innovative and promising work accomplished by recipients of intensive TA using the PRC website and other information dissemination mechanisms.
- Deliver quarterly reports/summaries to BJA that summarize the progress and achievements resulting from intensive TA, and highlight upcoming intensive TA engagements and activities.

Clearinghouse for PREA Information and Resources Goal, Objective, and Deliverables

Clearinghouse Goal:

Serve as a comprehensive national clearinghouse for current, user-friendly PREA resources and information.

Clearinghouse Objective:

Build upon the existing structure and content of the PRC website and other methods currently used to provide relevant information and support to the field at large in order to enhance the

PRC's clearinghouse function.

Clearinghouse Deliverables:

- Develop new and innovative resources that are:
 - Responsive to the needs of the field at large, including BJA's PREA site-based grantees.
 - Informed by the other work required under this solicitation.
 - Announced and made available via the PRC website and other means (e.g., emails and e-blasts, newsletters, webinars, etc.).
- Work with BJA to host, maintain, and update, as needed, the structure and the content of the PRC website.
- Communicate on a regular, consistent basis with thousands of stakeholders involved in PREA implementation efforts across the country via newsletters, emails and e-blasts, special announcements, and other methods to keep them apprised of new PREA developments, emerging and promising practices related to PREA implementation, and available PREA resources.
- Develop, expand, and enhance the communities of practice (e.g., PREA coordinators, stakeholders who advocate on behalf of survivors of sexual victimization and on behalf of persons who are incarcerated and their family members, etc.) that the PRC supports. Applicants must propose specific communities of practice that will be a focus of the work under this solicitation; describe how these communities will be developed, expanded, and/or enhanced; and explain how these communities will support PREA implementation efforts across the country.
- Compose memoranda detailing first impression questions from the field at large related to the meaning of specific PREA standards for consideration by the DOJ PREA Working Group and post answers to these questions on the [FAQs page of the PRC website](#).
- Work with BJA to update/revise, as needed, FAQs that were previously released.
- Use the PRC website to communicate with the field at large about the other work that is required under this solicitation (e.g., PREA training, TA, etc.).

Strategic Outreach to and Communication with PREA Stakeholders Goal, Objective, and Deliverables

Outreach and Communication Goal:

Enhance and inform the efforts of BJA and the PRC to identify and address the PREA implementation needs and challenges of the field at large.

Outreach and Communication Objective:

Identify and engage key PREA implementation stakeholders.

Outreach and Communication Deliverables:

- Develop and implement, in collaboration with BJA, strategies to successfully identify and engage PREA implementation stakeholders whose confinement facilities/agencies have **not** submitted an application for funding under BJA's PREA site-based grant program or requested assistance from the PRC.
 - Use various methods (e.g., focus groups, surveys, etc.) to collect information from these stakeholders regarding their PREA implementation needs and challenges.
 - Identify ways (e.g., PREA training, TA, etc.) that can be used to assist these

- stakeholders.
- Provide guidance to BJA on how to enhance and improve communication with other key PREA implementation stakeholders, including, but not limited to:
 - Individuals who advocate on behalf of survivors of sexual abuse, persons who are confined, and their family members.
 - Leaders and members of organizations such as the American Correctional Association, Correctional Leaders Association, Council of Juvenile Justice Administrators, American Jail Association, National Sheriffs' Association, American Probation and Parole Association, International Community Corrections Association, and others. Applicants are encouraged to identify all relevant organizations, including those that operate on a regional or state level, and to propose strategies to initiate and/or enhance and improve communication with them in ways that position and equip BJA and the PRC to address the PREA implementation needs and challenges of the field at large.
 - Conduct outreach to impacted individuals (i.e., persons who are currently, or were previously, confined and their family members) and provide opportunities for them to provide input and guidance on—and to be involved in—the PREA work of PRC and BJA.
 - Assist BJA's ongoing efforts to identify and communicate with procurement officials at the state and local/county levels across the country to educate them about the requirements related to the PREA audit function and to support their efforts to develop and award/fund PREA audit contracts that are consistent with the auditing requirements defined by BJA/DOJ in the PREA Auditor Handbook and the PREA Auditor Certification Agreement contained in this handbook.

Implementing and Enhancing Zero Tolerance Cultures in Confinement Facilities and Agencies Goal, Objective, and Deliverables

Zero Tolerance Cultures Goal:

Promote and support the implementation and enhancement of cultures in confinement facilities/agencies across the country that do not tolerate the sexual abuse and sexual harassment of persons who are confined.

In the *PREA Notice of Final Rule*, DOJ states, “The success of the PREA standards in combating sexual abuse in confinement facilities will depend on effective agency and facility leadership, and the development of an agency culture that prioritizes efforts to combat sexual abuse.” (See the *Federal Register*, Vol. 77, No. 119, June 20, 2012, p. 37107.) BJA recognizes that efforts to eliminate sexual victimization of confined persons are reliant, to a significant degree, on the presence of cultures in confinement facilities/agencies that do not tolerate sexual abuse and sexual harassment. In such cultures, all staff members, from agency administrators to line staff, and others (e.g., contractors, volunteers, etc.) who work in facilities share a common, steadfast belief in the vital importance of human dignity and in upholding it. In agencies/facilities that have successfully implemented zero tolerance cultures, all staff members and others who work in and oversee facilities are focused on achieving the goal of sexual safety. Ensuring the sexual safety of persons who are confined is one of their primary, shared goals, and they continually strive to achieve it in their day-to-day work.

Zero Tolerance Cultures Objective:

Use relevant existing resources (e.g., <https://www.prearesourcecenter.org/node/1734>, <https://www.prearesourcecenter.org/resource/prea-and-culture-change-rodney-roussell>, etc.), and resources currently in development to work with local and state confinement facilities/agencies

to implement and enhance zero tolerance cultures in them.

Zero Tolerance Cultures Deliverables:

- Finalize, for review by BJA, a draft culture assessment/inventory that integrates the perspectives of and input from persons who are confined (and/or were previously confined), confinement facility and agency staff members, PRC staff members, and PRC partners. This tool must identify targets for change related to implementing and enhancing a zero tolerance culture. One example of such a target is measurable improvement in the willingness of staff members to conduct investigations of sexual victimization in which the credibility of all alleged victims, suspects, and witnesses is “assessed on an individual basis” and “is **not** determined by the person’s status of inmate or staff.” [(See PREA standard 115.71(e), 115.171(e), 115.271(e), 115.371(f).)] (Emphasis added.)
- Pilot test the final draft culture assessment/inventory process in two to four local and state confinement facilities/agencies. Applicants must describe how their identified project partners will be involved in the proposed pilot test and define a process to select confinement facilities/agencies to be involved in it.
- Integrate lessons and learnings from the pilot test into the culture assessment/inventory and finalize it for review and approval by BJA.
- Use the finalized culture assessment/inventory to promote culture change in additional local and/or state confinement facilities/agencies.
 - Create materials and a strategy to market the availability of this culture change opportunity.
 - Define an objective process to select the additional state and/or local confinement facilities/agencies. BJA’s PREA site-based grantees in receipt of Byrne JAG PREA reallocation grants must be included.
- Highlight and market the positive outcomes of the culture assessment/inventory using the PRC website and other information dissemination methods.
- Leverage the positive outcomes and experiences using the culture assessment/inventory to create additional, relevant resources for the field at large. Possible examples include, but are not limited to:
 - Documenting the steps needed to promote and institutionalize broad confinement facility and/or agency staff buy-in to eliminate sexual abuse in confinement. The identification and documentation of such steps could be defined in a user’s guide that accompanies the culture assessment/inventory.
 - Clarifying and articulating the key roles of confinement facility and agency leaders in promoting zero tolerance cultures and making resources that focus on these key roles available to such leaders.
 - Creating new resources to enhance agency/facility staff capacity and resilience so that staff members at all levels are empowered to play active roles in preventing, detecting, and responding to sexual abuse in confinement.

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 projects and activities funded under this solicitation. For additional information and applicable documentation to be included in the application, see the [OJP Grant Application Resource Guide](#) section entitled “Information Regarding Potential Evaluation of Programs and Activities.”

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*

In support of this [Executive Order](#), OJP will provide priority consideration when making award decisions to the following:

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

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

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

Note: Addressing this priority area is one of many factors that OJP considers in making funding decisions. Receiving priority consideration does not guarantee an award.

Federal Award Information

Solicitation Categories

This solicitation does not include Solicitation Categories.

Awards, Amounts and Durations

Anticipated Number of Awards

1

Anticipated Maximum Dollar Amount of Awards

\$4,580,222

Period of Performance Start Date

10/1/23

Period of Performance Duration (Months)

18

Anticipated Total Amount to be Awarded Under Solicitation

\$4,580,222

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 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.

Type of Award

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.

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](#) for 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](#) for 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.

Eligibility Information

For eligibility information, see the solicitation cover page.

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

Notice regarding law enforcement agencies: 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 2023 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.

Application and Submission Information

Content of Application Submission

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 Web-Based Form (The web-based form includes the budget details and the budget narrative.)

If OJP determines that an application does not include these elements, it will neither proceed to peer review, nor receive further consideration.

Information to Complete the Application for Federal Assistance (SF-424) in Grants.gov

The SF-424 must be submitted in Grants.gov. It is a required standard form used as a cover sheet for submission of pre-applications, applications, and related information. See the [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 not** subject to [Executive Order \(E.O.\) 12372](#). In completing the SF-424, an applicant is to answer question 19 by selecting “Program is not covered by E.O. 12372.”

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 their Authorized Representative; and verify and confirm the organization’s unique entity identifier, legal name, and address.

Proposal Abstract

A Proposal Abstract (no more than 400 words) summarizing the proposed project — including its purpose, primary activities, expected outcomes, the service area, intended beneficiaries, and subrecipients (if known) — must be completed in the JustGrants web-based form. This abstract should be in paragraph form without bullets or tables, written in the third person, and exclude personally identifiable information. Abstracts will be made publicly available on the OJP and USASpending.gov websites if the project is awarded. See the [OJP Grant Application Resource Guide](#) for an example of a proposal abstract.

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 30 numbered pages. If the Proposal Narrative fails to comply with these length restrictions, [Insert PO] may consider such noncompliance in peer review and in final award decision.

The Proposal Narrative must include the following sections:

a. Description of the Issue

Provide a general overview of the need for the work required under this solicitation to promote PREA implementation in state, local, and tribal confinement facilities/agencies across the country. This work includes:

- PREA training
- PREA TA
- Clearinghouse for PREA information and resources
- Strategic outreach to and communication with PREA stakeholders
- Implementing and enhancing zero tolerance cultures in confinement facilities and agencies

b. Project Design and Implementation

Describe the strategies to be used to achieve the goals and objectives, and complete the associated deliverables. Provide a detailed description of these strategies and specifically address the requirements defined in the “Specific Information” section above, which include:

- Recipients of the assistance to be provided under this solicitation
- Critical PREA implementation challenges to be prioritized under this solicitation
- Utilizing current research and data
- Measuring the impact and outcomes of the PRC’s PREA implementation work
- Supporting PREA implementation efforts in juvenile confinement facilities/agencies and tribal confinement facilities/agencies
- Collaborating with key partners
- Addressing the inter-relatedness of the different types of work required under this solicitation
- Supporting the PREA auditor function to be awarded via a separate BJA contract in FY 2023

Provide a timetable indicating roughly when the goals and objectives are to be accomplished, and the deliverables completed. Explain how the work will be sequenced to maximize its effectiveness and make efficient use of the funding available.

c. Capabilities and Competencies

Describe the capabilities and competencies required to accomplish the goals and objectives of the project, and to complete its deliverables.

If the applicant is seeking priority consideration as described above, it should describe within this section how being a culturally specific organization (or funding a culturally specific subrecipient organization at a minimum of 40% of the project budget) will enhance its ability to implement the proposed project(s), should also specify which populations are intended or expected to be served or have their needs addressed under the proposed project(s), and should include the website address (if applicable) and formal or informal mission statement or principles of the culturally specific organization.

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 project's impact. Describe the process to accurately report data.

Note: An applicant is **not** required to submit performance data with the application. Rather, performance measure information is included as a notification that award recipients will be required to submit performance data as part of each award's reporting requirements. Some measures are presented as examples, while others are the exact measures that every recipient will be expected to address.

OJP will require each award recipient to submit regular performance data that show the completed work's results. The performance data directly relate to the 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.

BJA will require award recipients to submit performance measure data in the TTA Reporting Portal and separately submit a semi-annual performance report in JustGrants. BJA will provide further guidance on the post-award submission process, if the applicant is selected for award. A list of performance measure questions for this program can be found [here](#).

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](#).

Goal, Objective and Deliverables

The applicant will submit the project's goals, objectives, deliverables, and timeline in the JustGrants web-based form. As described above, this solicitation includes goals, objectives, and deliverables related to the different types of work that are required, including:

- PREA training

- PREA TA
- Clearinghouse for PREA information and resources
- Strategic outreach to and communication with PREA stakeholders
- Implementing and enhancing zero tolerance cultures in confinement facilities and agencies

The applicant will also enter the projected fiscal year and quarter that each objective and deliverable will be completed. Please refer to the [Application Submission Job Aid](#) for step-by-step directions.

Goals. The applicant should describe the project's intent to change, reduce, or eliminate the problem noted in the previous section and outline the project's goals.

Program Objectives. The applicant should explain how the program will accomplish its goals. Objectives are specific, quantifiable statements of the project's desired results. They should be measurable and clearly linked to the goal.

Deliverables. Project deliverables refer to outputs—tangible or intangible—that are submitted within the scope of a project.

Budget and Associated Documentation

Budget Worksheet and Budget Narrative (Web-based Form)

The applicant will complete the JustGrants web-based budget form. For additional information, see the OJP Grant Application Resource Guide and the [Complete the Application in JustGrants – Budget training](#).

If the applicant is seeking priority consideration 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 reflect a minimum of 40% of award funding**. The budget narrative must also describe how the activities that will be funded with the (minimum) 40% of award funding provided to the subrecipient **specifically relate to the priority consideration requested** and described in the Capabilities and Competencies section of the application.

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

See the section on Costs Requiring Prior Approval in the [DOJ Grants Financial Guide Post Award Requirements](#) for more information.

Indirect Cost Rate Agreement (if applicable)

If applicable, the applicant will upload their indirect cost rate agreement as an attachment in JustGrants. See the [OJP Grant Application Resource Guide](#) for more information on indirect costs.

Consultant Rate

See the [DOJ Grants Financial Guide](#) for information on the consultant rates which require prior approval from OJP.

Limitation on Employee Compensation; Waiver

See the [OJP Grant Application Resource Guide](#) for information on the Limitation on Use of Award Funds for Employee Compensation for Awards over \$250,000; Waiver.

Financial Management and System of Internal Controls Questionnaire (including applicant disclosure of high-risk status)

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

Disclosure of Process Related to Executive Compensation

If applicable, the applicant will upload a description of the process used to determine executive compensation as an attachment in JustGrants.

See the “Application Attachments” section of the [OJP Grant Application Resource Guide](#) for information.

Memoranda of Understanding (MOUs) and Other Supportive Documents

Applicants should include for each named partner, a signed Memorandum of Understanding (MOU), Letter of Intent, or subcontract that confirms the partner’s agreement to support the project through commitments of staff time, space, services, or other project needs. For applications submitted from two or more entities, applicants are encouraged to develop and submit signed MOUs or signed Letters of Intent that provide a detailed description of how the agencies will work together to meet project requirements.

Each MOU or Letter of Intent should include the following: (1) names of the organizations involved in the agreement; (2) scope of the direct service(s) and other work to be performed under the agreement; (3) duration of the agreement. Subcontracts, MOUs, or Letters of Intent should be submitted as one separate attachment to the application.

Additional Application Components

The applicant will attach the additional requested documentation in JustGrants.

Curriculum Vitae or Resumes

Provide resumes of key personnel.

Timeline Form

Applicants must propose a comprehensive project timeline that reflects key milestones related to achieving the goals and objectives, and fulfilling all of the deliverables that are described in

this solicitation. Applicants are strongly encourage to illustrate and describe in this timeline how the work to be done is sequenced to maximize its impact and make efficient use of the available funding.

Letters of Support

Applicants should include, for each named partner entity, a signed Letter of Support that confirms the partner's agreement to support the project through commitments of staff time, space, services, or other project needs. Applications submitted from two or more entities are encouraged to submit signed Letters of Support that provide a detailed description of how the agencies will work together to meet project requirements.

Each Letter of Support should include the following: (1) names of the organizations involved in the agreement; (2) scope of the direct service(s) and other work to be performed under the agreement; (3) duration of the agreement. Letters of Support should be signed and then submitted as one separate attachment to the application.

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 upload documentation of its research and evaluation independence and integrity 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. Once the applicant submits in Grants.gov, this information will pre-pend into JustGrants. 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; Drug-Free Workplace Requirements; Law Enforcement and Community Policing

Review and accept the DOJ Certified Certifications Regarding Lobbying; Debarment, Suspension and Other Responsibility Matters; Drug-Free Workplace Requirements; Law

Enforcement and Community Policing. See the [OJP Grant Application Resource Guide](#) for additional information.

Applicant Disclosure and Justification - DOJ High Risk Grantees

If applicable, submit the DOJ High Risk Disclosure and Justification as an attachment in JustGrants. A DOJ High Risk Grantee is an award recipient that has received a DOJ High Risk designation based on a documented history of unsatisfactory performance; financial instability; management system or other internal control deficiencies; noncompliance with award terms and conditions on prior awards or is otherwise not responsible. See the [OJP Grant Application Resource Guide](#) for additional information.

How to Apply

Registration: Before submitting an application, all applicants must register with the System for Award Management (SAM). You must renew and validate your registration every 12 months. If you do not renew your SAM registration, it will expire. An expired registration can delay or prevent application submission in Grants.gov and JustGrants. Registration and renewal can take up to 10 business days to complete.

Submission: Applications must be submitted to DOJ electronically through a two-step process via Grants.gov and JustGrants.

Step 1: After registering with SAM, the applicant must submit the **SF-424** and **SF-LLL** in Grants.gov at <https://www.grants.gov/web/grants/register.html> by the Grants.gov deadline. **Submit the SF-424 and SF-LLL as early as possible, but no later than 48 hours before the Grants.gov deadline.** If an applicant fails to submit in Grants.gov, they will be unable to apply in JustGrants.

Step 2: The applicant must then submit the **full application**, including attachments, in JustGrants at [JustGrants.usdoj.gov](https://www.justgrants.usdoj.gov) by the JustGrants deadline.

Within 24 hours after receipt of confirmation emails from Grants.gov, the individual in Section 8F of the SF-424 will receive an email from DIAMD-NoReply@usdoj.gov with instructions on how to create a JustGrants account. Register the Entity Administrator and the Application Submitter with JustGrants as early as possible but no later than 48-72 hours before the JustGrants deadline. Once registered in JustGrants, the Application Submitter will receive an emailed link to complete the rest of the application in JustGrants. The Entity Administrator also will need to log into JustGrants to review and invite the applicant's Authorized Representative(s) before an application can be submitted.

Submit the complete application package in JustGrants at least 24 – 48 hours prior to the JustGrants deadline. Some of the application components will be entered directly into JustGrants, and others will require uploading attached documents. Therefore, applicants will need to allow ample time before the JustGrants deadline to prepare each component. Applicants may save their progress in the system and revise the application as needed prior to hitting the Submit button at the end of the application in JustGrants.

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 June 05, 2023 8:59 PM ET

The **full application** must be submitted in JustGrants by June 12, 2023 8:59 PM ET

OJP urges applicants to submit their Grants.gov and JustGrants submissions prior to the due dates with sufficient time to correct any 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. Failure to begin the SAM.gov, Grants.gov, or JustGrants registration process in sufficient time (i.e., waiting until the date identified in this solicitation) is not an acceptable reason for late submission.

Experiencing Unforeseen Technical Issues Preventing Submission of an Application

OJP will only consider requests to submit an application after the deadline when the applicant can document that a technical issue with a government system prevented application submission.

If an applicant misses a deadline due to unforeseen technical issues with SAM.gov, Grants.gov, or JustGrants, the applicant may request a waiver to submit an application after the deadline. However, the waiver request will not be considered unless it includes a tracking number generated when the applicant contacts the applicable service desks to report technical difficulties. Tracking numbers are generated automatically when an applicant emails the applicable service desks; and for this reason applicants are encouraged to email the appropriate service desk, even if they also intend to call the service desk for phone support. Experiencing wait times for phone support does not relieve the applicant of the responsibility of getting a tracking number.

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

- SAM.gov - contact the SAM Help Desk (Federal Service Desk), Monday – Friday from 8 a.m. to 8 p.m. ET at 866-606-8220.
- Grants.gov - contact the Grants.gov Customer Support Hotline, 24 hours a day, 7 days a week, except on federal holidays, at 800-518-4726, 606-545-5035, or support@grants.gov.
- JustGrants - contact the JustGrants Service Desk at JustGrants.Support@usdoj.gov or 833-872-5175, Monday – Friday from 7 a.m. to 9 p.m. ET and Saturday, Sunday, and Federal holidays from 9 a.m. to 5 p.m. ET.

If an applicant has technical issues with SAM.gov or Grants.gov, the applicant must contact the OJP Response Center at grants@ncjrs.gov within **24 hours of the Grants.gov deadline** to request approval to submit after the deadline.

If an applicant has technical issues with JustGrants that prevent application submission by the deadline, the applicant must contact the OJP Response Center at grants@ncjrs.gov within 24 hours of the JustGrants deadline to request approval to submit after the deadline.

Waiver requests sent to the OJP Response Center must -

- describe the technical difficulties experienced,
- include a timeline of the applicant's submission efforts (e.g., date and time the error occurred, date and time of actions taken to resolve the issue and resubmit; and date and time support representatives responded),
- include an attachment of the complete grant application and all the required documentation and materials,
- include the applicant's Unique Entity Identifier (UEI), and
- include any SAM.gov, Grants.gov, and JustGrants Service Desk tracking numbers documenting the technical issue.

OJP will review each waiver request and the required supporting documentation and notify the applicant whether the request for late submission has been approved or denied. An applicant that does not provide documentation of a technical issue or that does not submit a waiver request within the required time period will be denied.

For more details on the waiver process, OJP encourages applicants to review the “Experiencing Unforeseen Technical Issues” section in the [OJP Grant Application Resource Guide](#).

Application Review Information

Review Criteria

Merit Review Criteria

Applications that meet the basic minimum requirements will be evaluated by peer reviewers on how the proposed project/program addresses the following criteria:

1. Statement of the Problem/Description of the Issue (5%) - evaluate the applicant's understanding of the program/issue to be addressed.
2. Project Design and Implementation (40%)- evaluate the adequacy of the proposal, including the goals, objectives, timelines, milestones, and deliverables.
3. Capabilities and Competencies (30%) - evaluate the applicant's administrative and technical capacity to successfully accomplish the goals and objectives.
4. Plan for Collecting the Data Required for this Solicitation's Performance Measures (5%) - evaluate the applicant's understanding of the performance data reporting requirements and the plan for collecting the required data.
5. Budget (20%) - evaluate for completeness, cost effectiveness, and allowability (e.g., reasonable, allocable, and necessary for project activities).

Other Review Criteria/Factors

Other important considerations for BJA include geographic diversity, strategic priorities (specifically including, but not limited to, those priority areas already mentioned, if applicable), available funding, past performance, and the extent to which the Budget Web-Based

form accurately explains project costs that are reasonable, necessary, and otherwise allowable under federal law and applicable federal cost principles.

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 entity. Among other things to help assess whether an applicant with one or more prior federal awards has a satisfactory record of performance, integrity, and business ethics, OJP checks whether the applicant entity 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 entity 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 its organization 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 entity.

Absent explicit statutory authorization or written delegation of authority to the contrary, all final award decisions will be made by the Assistant Attorney General, who may consider not only peer review ratings and BJA recommendations, but also other factors as indicated in this section.

Federal Award Administration Information

Federal Award Notices

Generally, award notifications are made by the end of the current Federal fiscal year, September 30th. 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 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 more information.

General Information about Post-Federal Award Reporting Requirements

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

Required reports. Award recipients typically must submit quarterly financial reports, quarterly 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), contact information for Grants.gov, and 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 measure questions for this program can be found [here](#).

Application Checklist

BJA FY 2023 Prison Rape Elimination Act Resource Center

This application checklist has been created as an aid in developing an application. For more information, reference [the OJP Application Submission Steps in the OJP Grant Application Resource Guide](#) and the [DOJ Application Submission Checklist](#).

Pre-Application

Before Registering in Grants.gov:

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

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](#))

Find the Funding Opportunity

- Search for the funding opportunity in Grants.gov using the opportunity number, assistance listing number, 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/financialguidedoij/iii-postaward-requirements#6g3y8> (see [OJP Grant Application Resource Guide](#))

Review the Overview of Post-Award Legal Requirements

- Review the "[Overview of Legal Requirements Generally Applicable to OJP Grants and Cooperative Agreements - FY 2023 Awards](#)" in the [OJP Funding Resource Center](#).

Review the Scope Requirement

- The federal amount requested is within the allowable limit(s) of \$4,580,222

Review Eligibility Requirement:

- Review the Eligibility section on the cover page and Eligibility Information section in the solicitation.

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### **Application Step 1**

Submit the **SF-424** and **SF-LLL** in Grants.gov

- In Section 8F of the SF-424, include the name and contact information of the individual **who will complete the application in JustGrants and the SF-LLL in Grants.gov**

*Within 48 hours after the SF-424 and SF-LLL submission in Grants.gov, receive four (4) Grants.gov email notifications:*

- a submission receipt
- a validation receipt
- a grantor agency retrieval receipt
- an agency tracking number assignment

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

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

Within 24 hours after receipt of confirmation emails from Grants.gov, the individual in Section 8F of the SF-424 will receive an email from JustGrants with login instructions.

- Proceed to Application Step 2 and complete application in JustGrants

### **Application Step 2**

Submit the following information in JustGrants:

Application Components

- Standard Applicant information (SF-424 information from Grants.gov)
- **Proposal Abstract\***
- **Proposal Narrative\***

Budget and Associated Documentation

- **Budget Web-Based form\***
- 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

- 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](#))
- Timeline
- Memorandum of understanding (if applicable)
- Résumés of key personnel (if applicable)
- List of procurement contracts (if applicable)
- Organizational chart (if applicable)

#### 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](#))

***\*Note: Items designated with an asterisk must be submitted for an application to meet the basic minimum requirements review. If OJP determines that an application does not include the designated items, it will neither proceed to peer review, nor receive further consideration.***

#### Review, Certify and Submit Application in JustGrants

- Any validation errors will immediately display on screen after submission.
- Correct validation errors, if necessary, and then return to the “Certify and Submit” screen to submit the application. Access the [Application Submission Validation Errors Quick Reference Guide](#) for step-by-step instructions to resolve errors prior to submission.
- Once the application is submitted and validated, a confirmation message will appear at the top of the page. Users will also receive a notification in the “bell” alerts confirming submission.

*If no JustGrants application submission confirmation email or validation is received, or if error notification is received:*

- Contact the JustGrants Service Desk at 833-872-5175 or [JustGrants.Support@usdoj.gov](mailto:JustGrants.Support@usdoj.gov) regarding technical difficulties. See the [OJP Grant Application Resource Guide](#) for additional information.

## **Standard Solicitation Resources**

OJP Grant Application Resource Guide provides guidance to assist OJP grant applicants in preparing and submitting applications for OJP funding.

DOJ Grants Financial Guide serves as the primary reference manual to assist award recipients in fulfilling their fiduciary responsibility to safeguard grant funds and to ensure funds are used for the purposes for which they were awarded. It compiles a variety of laws, rules and regulations that affect the financial and administrative management of DOJ awards. This guide serves as a starting point for all award recipients and subrecipients of DOJ grants and cooperative agreements in ensuring the effective day-to-day management of awards.

JustGrants Resources Website is an entryway into information about JustGrants and the grants management system itself. Through this portal both award recipients and applicants can access training resource and user support options, find frequently asked questions and sign-up for the JustGrants Update e-newsletter.

JustGrants Application Submission Training Page offers helpful information and resources on the application process. This training page includes e-learning videos, reference guides, checklists and other resources to help applicants complete an application.

Virtual Q&A Sessions are advertised here and provide opportunities for users to receive topic-specific training, direct technical assistance and support on JustGrants system functionality.