

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



BJA FY 23 Invited to Apply – Sex Offender and Registration Notification Act (SORNA) Reallocation Program

Assistance Listing Number # 16.738

Grants.gov Opportunity Number: O-BJA-2023-171773

Solicitation Release Date: June 30, 2023 4:00 PM ET

Application Grants.gov Deadline: August 11, 2023 8:59 PM ET

Application JustGrants Deadline: August 14, 2023 8:59 PM ET

Overview

The [U.S. Department of Justice](#) (DOJ), [Office of Justice Programs](#) (OJP), [Bureau of Justice Assistance](#) (BJA) seeks applications for funding under the BJA FY 23 Invited to Apply – Sex Offender Registration and Notification Act (SORNA) Reallocation Program. SORNA is Title I of the Adam Walsh Child Protection and Safety Act of 2006. The SORNA Reallocation Program funds are to be used directly to advance SORNA implementation. This program furthers the Department’s mission of keeping communities safe by preventing and protecting the public from sexual violence.

This solicitation incorporates 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:

State governments

Applicants are limited to eligible State Administering Agencies (SAAs) for states and the Commonwealth of Puerto Rico that failed to substantially implement the SORNA portion of the [Adam Walsh Act \(34 U.S.C. § 20901, et seq.\)](#), requested to use 10 percent of Edward Byrne Memorial Justice Assistance Grant (JAG) funds to work toward compliance, and received a letter of invitation to apply. The list of eligible states and allocation amounts can be found in Appendix A. Information on the designated SAAs can be found at OJP's [State Administering Agencies](#) page.

Contact Information

For assistance with the requirements of this solicitation, contact Flora Lawson, State Policy Advisor, at 202-598-449 or Flora.D.Lawson@usdoj.gov.

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 an 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 then 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, protects the public from crime and evolving threats, and builds trust between law enforcement and the community.

With this solicitation, BJA seeks to invite entities to apply for funding in support of specific OJP initiatives. This solicitation is exclusively for those who received a letter from BJA to apply.

Statutory Authority: Pub. L. No. 109-248, Sec. 125(c) (codified at 34 U.S.C. 20927(c)); Pub. L. No. 90-351, Title I, Part E, Subpart 1 (codified at 34 U.S.C. 10151–10158)

Specific Information

The Adam Walsh Child Protection and Safety Act of 2006 is designed to protect children and adults from sexual exploitation and violent crime, prevent child abuse and child pornography, promote internet safety, and honor the memory of Adam Walsh and other crime victims. The Sex Offender Registration and Notification Act was enacted to protect the public from convicted sex offenders by establishing a comprehensive, national system for the registration of and notification about those offenders.

The Adam Walsh Act established a penalty for jurisdictions that failed to substantially implement SORNA by July 27, 2011, and for any year thereafter. For those jurisdictions that did not substantially implement SORNA by July 27, 2011, the SORNA penalty was first applied in fiscal year (FY) 2012. It will continue to be applied each subsequent year in which the recipient has not substantially implemented SORNA. See [34 U.S.C. § 20927\(a\)](#) for details.

The Attorney General delegated the task of determining when a jurisdiction has substantially implemented SORNA's requirements to the Office of Sex Offender Sentencing, Monitoring, Apprehending, Registering, and Tracking (SMART Office).

Consistent with prior years, the SORNA penalty is calculated by subtracting 10 percent from the state government's JAG allocation (60 percent of the total award) after deduction of the "mandatory variable pass-through" that states are required to send to local governments. Note: The penalty applies to the portion of JAG funding awarded to the state to be shared with local governments not eligible for a direct JAG award ("less than \$10,000 jurisdictions") because the states retain control over these funds and may award them to another state agency (i.e., state police) in lieu of awarding them to a local

government in localities where the state provides them with direct services. The penalty is not assessed against the mandatory pass-through, which is the portion of JAG funds awarded by states to local law enforcement, because the state cannot retain any portion of that award.

While BJA will be administering the SORNA reallocation funds awarded to eligible SAAs, OJP's SMART Office will assist jurisdictions with developing and/or enhancing programs designed to implement the SORNA portion of the Adam Walsh Act (34 U.S.C. § 20901, et seq.). **SAAs must pass through these reallocation funds to the designated SORNA contact agencies to carry out the activities described in the individual reallocation requests as previously approved by OJP.**

BJA strongly encourages all jurisdictions that have not yet substantially implemented SORNA to continue to work expeditiously to implement SORNA's requirements to better protect their communities from sexual violence and exploitation.

For additional information about SORNA implementation, please see <https://smart.ojp.gov/faqs>.

Goals, Objectives, and Deliverables

Goals, Objectives, Deliverables, and Timeline

Applicants should describe the purpose of their proposed projects, the objectives and deliverables/outcomes, and how the proposed projects will facilitate SORNA implementation. Applicants should also detail how their projects will operate during the funding period and describe the strategies that will be used to implement the proposed projects.

Goals

Applicants must explain how their proposed projects will bring their jurisdictions closer to implemented status by addressing the deficiencies identified in SMART's most recent SORNA substantial implementation review.

Objectives

An applicant should address the objectives that are relevant to their proposed program/project in the Goals, Objectives, Deliverables and Timeline web-based form.

Deliverables

Award recipients must submit quarterly Federal Financial Reports (SF-425) and semi-annual performance reports through JustGrants. To assist in fulfilling the Department's responsibilities under the Government Performance and Results Act (GPRA), Public Law 103-62, applicants that receive funding under this solicitation must provide data that

measure the results of their work. **Failure to submit the required reports by their established deadlines may result in the freezing of grant funds and future high-risk designation.**

Timeline

Applicants must provide a project timeline that identifies each objective, activity, expected completion date, and responsible person or organization. Applicants that received prior year and/or FY 2023 SORNA Reallocation Program funds must describe their progress toward obtaining full compliance with the SORNA portion of the Adam Walsh Act (34 U.S.C. § 20901, et seq.) and demonstrate how the FY 2023 SORNA Reallocation Program funds will continue these efforts.

Evidence-Based Programs

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 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.”

Federal Award Information

General Guidance for Federal Award

Anticipated number of awards BJA expects to make: 21
Anticipated maximum dollar amount for each award: \$849,612
Period of performance start date: August 1, 2023
Period of performance duration: 24 months
Anticipated Total amount to be awarded under solicitation: \$4,083,080

Solicitation Categories

This solicitation does not include Solicitation Categories.

Awards, Amounts and Durations

Type of Award

BJA expects to make awards under this solicitation as grants. See the “Administrative, National Policy, and Other Legal Requirements” section of the [OJP Grant Application](#)

[Resource Guide](#) for a brief discussion of important statutes, regulations, and award conditions that apply to many (or in some cases, all) OJP grants.

Financial Management and System 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

Each applicant's proposal, which must match the individual state reallocation request as approved by OJP, may budget for the purchase of equipment for items such as digital fingerprint and palm print technology, scanners to transfer existing records and documents into a digital format, computer hardware, and DNA collection. Allowable software purchases include software needed by the jurisdiction to facilitate information sharing between a jurisdiction's sex offender registry database, law enforcement-operated databases, and local law enforcement; software that facilitates information sharing between a jurisdiction's sex offender registry and federal databases; software necessary to support registration kiosks; and software or technical assistance necessary to facilitate use of SMART Office-provided software and resources.

Applicants should be aware that the SMART Office has developed information technology resources that are available to all SORNA jurisdictions for the purpose of meeting the requirements of participation in the [Dru Sjodin National Sex Offender Public Website](#). These resources include software such as mapping technology, geographic radius and email address search applications, and community notification and email notification applications.

Unallowable Uses of Funds

In addition to the unallowable costs identified in the [DOJ Grants Financial Guide](#), SORNA Reallocation Program funds cannot be used for administrative costs, including any indirect costs.

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

Cost Sharing or Matching Requirement

This solicitation 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 that may be allowable.

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.

Eligibility Information

For eligibility information, see the solicitation cover page.

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

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

Application and Submission Information

Content of Application Submission

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) 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 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 their Authorized Organization 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 25 numbered pages. The document should be submitted as an attachment. If the proposal narrative fails to comply with these length restrictions, BJA may negatively consider such noncompliance in final award decisions.

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

Description of the Issue

Applicants should describe the challenges their jurisdictions face in implementing or maintaining ongoing compliance with SORNA and how the challenges will be addressed by the strategies that will be funded by the grant. Applicants should describe the steps taken to assess and analyze their current sex offender registration and notification systems in relation to SORNA implementation or ongoing compliance. This section should also detail the jurisdictions' ongoing efforts to address implementation or maintain compliance.

Project Design and Implementation

Each applicant must explain how the proposed project will bring the jurisdiction closer to implementation of SORNA or enhance ongoing SORNA compliance. In developing and/or enhancing efforts or programs designed to implement or maintain compliance with SORNA, applicants must propose specific strategies and projects as previously outlined in their reallocation requests to the SMART Office, which were approved by OJP's Assistant Attorney General.

The applicant should provide a broad statement, written in general terms, that conveys the project's intent to change, reduce, or eliminate the problem described. **Please note that all elements of the proposal narrative, including the identification of each SORNA requirement to be implemented or enhanced as a result of the proposed project, must be consistent with the individual state reallocation request previously submitted to and approved by OJP.**

Applicants should describe the goal of their proposed projects and identify the objectives and deliverables/outcomes. The applicant should explain how the project will accomplish its purpose. The objectives should be quantifiable and describe the steps and activities necessary to accomplish the project's goal. When formulating the project's objectives, the applicant should be cognizant of the performance measures that successful applicants will be required to

provide.

Applicants should also detail how the projects will operate during the funding period and describe the strategies that will be used to implement the proposed projects.

Capabilities and Competencies

Describe the capabilities and competencies of the applicant and any proposed subrecipients (including contractors and consultants) that the applicant will use to implement and manage the project; highlight any previous experience implementing projects of similar scope, design, and magnitude. The management and organizational structure described should match the goals, objectives, and tasks/outcomes outlined in the project design.

Plan for Collecting the Data Required for This Program/Project's Performance Measures

The application should demonstrate the applicant's understanding of the performance data reporting requirements for this grant program and detail how the applicant will gather the required data.

Note: The applicant is **not** required to submit performance data with the application. Rather, performance measure information is included as an alert that each successful applicant 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. The applicant can also visit OJP's performance measurement page at www.ojp.gov/performance for an overview of performance measurement activities at OJP.

A list of performance measure questions for this program can be found at [Sex Offender Registration and Notification Act Performance Measures](#).

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](#)

Goal, Objective and Deliverables

The applicant will submit the FY 2023 Invited to Apply – SORNA Reallocation Program’s goals, objectives, deliverables, and timeline in the JustGrants web-based form. The projected fiscal year and quarter the objectives and deliverables will be completed is also entered into the form. Please refer to the [Application Submission Job Aid](#) for step-by-step directions.

Goals. The applicant should 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)

Applicants will complete the JustGrants web-based budget form. See the [OJP Grant Application Resource Guide](#) for additional information.

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 additional information and the link to the questionnaire.

Disclosure of Process Related to Executive Compensation

This solicitation expressly modifies the OJP Grant Application Resource Guide by not incorporating its “Disclosure of Process Related to Executive Compensation” provisions. Applicants to this solicitation are not required to provide this disclosure.

Additional Application Components

The applicant will attach the requested documentation 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 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](#).

Disclosure 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; and 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; and 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; 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 August 11, 2023, at 8:59 p.m. ET.

The **full application** must be submitted in JustGrants by August 14, 2023, at 8:59 p.m. 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 a request 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 Flora Lawson at Flora.D.Lawson@usdoj.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 Flora Lawson at Flora.D.Lawson@usdoj.gov within **24 hours of the JustGrants deadline** to request approval to submit after the deadline.

Waiver requests 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 who does not provide documentation of a technical issue or who 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 Process

OJP reviews each application to make sure that the information presented is reasonable, understandable, measurable, and achievable, as well as consistent with the solicitation. For invited applications, OJP reviews for consistency with the invitation letter for the solicitation. See the [OJP Grant Application Resource Guide](#) for information on the application review process.

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

Important note on FAPIIS: An applicant, at its option, may review and comment on any information about itself that currently appears in FAPIIS and was entered by a federal

awarding agency. OJP will consider such comments by the applicant, in addition to the other information in FAPIIS, in its assessment of the risk posed by the applicant.

Absent explicit statutory authorization or written delegation of authority to the contrary, all final award decisions will be made by the Assistant Attorney General, who may consider not only 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 (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.

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 measurement tool reports, semi-annual performance reports, as well as 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 measures data.

Federal Awarding Agency Contact(s)

For OJP contact(s), and contact information for Grants.gov and 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 23 Invited to Apply – SORNA Reallocation

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/financialguidedoj/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) included in Appendix A.

Review Eligibility Requirement:

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

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**
- Submit Intergovernmental Review (if applicable)

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 BJA or 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](#))

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 Worksheet and Narrative (web-based form)
- 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](#))

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; Law Enforcement and Community Policing (see [OJP Grant Application Resource Guide](#))
- Applicant Disclosure and Justification – DOJ High Risk Grantees (if applicable) (see [OJP Grant Application Resource Guide](#))

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 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.

Appendix A: FY 23 Invited to Apply – SORNA Reallocation Program Eligible Award Amounts

State/Territory	Amount	BJA State Policy Advisor
Alaska	\$83,883	Flora Lawson
Arkansas	\$134,075	Flora Lawson
California	\$849,612	Flora Lawson
Connecticut	\$134,825	Flora Lawson
Hawaii	\$54,220	Flora Lawson
Idaho	\$71,167	Flora Lawson
Illinois	\$292,894	Flora Lawson
Indiana	\$179,061	Flora Lawson
Iowa	\$113,111	Flora Lawson
Kentucky	\$174,648	Flora Lawson
Massachusetts	\$294,575	Flora Lawson
Minnesota	\$156,185	Flora Lawson
Montana	\$69,687	Flora Lawson
New Hampshire	\$66,954	Flora Lawson
North Carolina	\$330,743	Flora Lawson
North Dakota	\$28,119	Flora Lawson
Oregon	\$136,566	Flora Lawson
Pennsylvania	\$381,177	Flora Lawson
Puerto Rico	\$272,117	Gerardo Velazquez
West Virginia	\$96,052	Flora Lawson
Wisconsin	\$163,409	Flora Lawson