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

BJA FY 23 Residential Substance Abuse Treatment for State Prisoners Program Formula Grant Solicitation

Assistance Listing Number # 16.593

Grants.gov Opportunity Number: O-BJA-2023-171785

Solicitation Release Date: June 07, 2023 12:00 PM ET

Application Grants.gov Deadline: August 02, 2023 8:59 PM ET

Application JustGrants Deadline: August 07, 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 Residential Substance Abuse Treatment for State Prisoners Program (RSAT Program). This program furthers DOJ's mission by assisting state, local, and tribal efforts to increase access to evidence-based prevention and treatment and reduce overdose deaths.

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.**

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

Eligible Applicants:
State governments

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 hours of operation are 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.

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 submit the **full application,** including attachments, in JustGrants at 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.

Initially declared a public health emergency in October 2017, the opioid crisis remains a significant public health emergency. This crisis continues to take a devastating toll on the lives of individuals, families, and communities across the nation. In recent years, the increase in synthetic opioids in the nation's drug supply has only served to exacerbate and expand the reach of this devastation with over 100,000 drug overdose deaths in 2021, an increase of almost 15 percent from the prior year. Centers for Disease Control and Prevention data also show that overdose deaths disproportionately impact Black and American Indian/Alaska Native people.

To combat the morbidity and mortality of overdose and the chronic disease of opioid use disorder (OUD), it is critical that individuals with OUD have access to evidence-based, FDA-approved treatments. The Biden–Harris administration has made addressing the overdose epidemic a priority, including increasing access to evidence-based treatment—namely, medications for opioid use disorder (MOUD)—across all settings.

In April 2022, the Department of Justice's Civil Rights Division published guidance further clarifying protections under the Americans with Disabilities Act (ADA) for individuals with OUD, including potential violations of the ADA by facilities or programs that do not allow individuals to be able to continue taking doctor-prescribed MOUD. Recent agreements with state and county correctional facilities resolved allegations that the entities' refusal to permit the use of and provide MOUD violates the ADA. Similarly, a DOJ findings report regarding suicides and failure to provide MOUD in a county jail also helps to illustrate specific instances that were considered to violate the 8th and 14th amendment rights of institutionalized persons. Both the guidance and enforcement reflect the federal government's position that a correctional facility's refusal to permit incarcerated individuals to continue or initiate treatment for OUDs when clinically needed may violate the ADA, the U.S. Constitution, or both.

This information is intended to educate and inform applicants about the ways that this and other funding opportunities could help enhance capacity to identify, screen, and assess individuals who may have substance use disorder (SUD) treatment and recovery support needs, as well as inform efforts in support of the treatment and long-term recovery of individuals with substance use disorders.

Pursuant to 34 U.S.C. 10421 et. seq., the BJA RSAT Program seeks to increase access to evidence-based prevention and treatment, reduce overdose deaths, and support increased access to evidence-based substance use disorder treatment and recovery support services, including medication-assisted treatment (MAT), which is the use of medication in combination with counseling and behavior therapies to treat incarcerated individuals.

Statutory Authority

Public Law 90-351, Title I, Sec. 1901 (codified at 34 U.S.C. 10421); Department of Justice Appropriations Act, 2023 (Public Law 117-328; 136 Stat. 4459, 4537).

Specific Information

The RSAT Program assists states with developing and implementing residential SUD treatment programs within state correctional facilities, as well as within local correctional and detention facilities, in which persons are incarcerated for a period of time sufficient to permit SUD treatment. Given the strong nexus between substance use and mental health disorders in prisons and jails, BJA is committed to ensuring that RSAT Program funding be used to treat underlying mental health disorders in addition to SUDs. BJA also encourages the inclusion of any of the three FDA-approved MAT options as part of any substance use or co-occurring mental health and substance use disorder treatment program for individuals incarcerated in the nation's prisons and jails.

Goals, Objectives, and Deliverables

Goals

Assist state, local, and tribal efforts to increase access to evidence-based prevention and SUD treatment and reduce overdose deaths.

Objectives

- Enhance the capabilities of state, local, or tribal governments to initiate or continue evidence-based SUD or co-occurring substance use and mental health disorder treatment programs in the nation's prisons and jails.
- Increase the number of prisons and jails offering MAT to incarcerated individuals with OUD.
- Prepare individuals for reintegration into communities, including supporting continuity of treatment for OUD treatment and recovery supports prior to release.
- Assist individuals and communities through the reentry process by delivering community-based treatment, recovery, and other broad-based aftercare services to support successful reentry and continuity of care.

Deliverables

RSAT Program funds may be used to implement three types of programs: residential, jail-based, and aftercare. To be eligible for funding, states must coordinate the design and implementation of the SUD treatment and recovery support programs between state correctional representatives and the state alcohol and substance use disorder agency (and, if appropriate, between representatives of local correctional agencies and representatives of either the state alcohol and substance use disorder agency or an appropriate local alcohol and substance use disorder agency). For more information, please see the frequently asked questions at RSAT FAQs.

The RSAT Program's requirements, which support the implementation of a residential program that engages individuals who are incarcerated in prison or juvenile detention centers for 6–12 months and individuals who are incarcerated in jail for at least 3 months, include:

> Requiring urinalysis and/or other proven reliable forms of drug and alcohol testing, including both periodic and random testing, for program participants and former participants while they remain in the custody of the state or local government.
>
> Providing residential treatment facilities set apart—in a separate facility or dedicated housing unit in a facility exclusively for use by RSAT participants—from the general correctional population.
>
> Ensuring that individuals who participate in the BJA-funded SUD treatment program will be provided with aftercare services when they leave incarceration.
>
> Ensuring that aftercare services must involve coordination of the correctional facility treatment program with other human services and recovery support services and programs such as educational and job training, parole supervision, and recovery housing, as well as participation in individual and peer group programs that provide ongoing support for maintenance of long term recovery after reentry.
>
> Coordinating use of RSAT and any federal funding received from the Department of Health and Human Services' Substance Abuse and Mental Health Services Administration (SAMHSA) to support SUD treatment, including MAT, and aftercare services.

RSAT Program residential participation is limited to individuals who are incarcerated with 6 to 12 months remaining in their confinement in a prison or juvenile detention center or with 3 months remaining in their confinement in a jail.

Note that allocating funds to local correctional and juvenile detention facilities should account for at least 10 percent of the total state allocation for FY 2023—provided such facilities exist—and be used for either residential SUD treatment programs in jails, or to initiate or continue evidence-based SUD treatment programs in pretrial populations, and/or foster connections to SUD treatment in the community upon pretrial release. BJA strongly encourages supporting programs in rural and tribal areas.

Per 34 U.S.C. 10422(c), in order to be eligible for funding under the RSAT Program, a state shall ensure that individuals who participate in the corrections-based SUD treatment program provided under this program continue to be offered SUD treatment services in the community. To qualify as an aftercare program, the head of the SUD treatment program must work in conjunction with state and local authorities and organizations to place program participants into community-based residential or non-residential SUD treatment facilities upon their release. However, a state may use funding to support placement in nonresidential SUD treatment aftercare only if the chief executive officer of the state certifies that the state is providing, and will continue to provide, an adequate level of residential treatment services (see Appendix A).

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

Evidence-Based Programs

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

Information Regarding Potential Evaluation of Programs and Activities

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

Federal Award Information

Solicitation Categories

This solicitation does not include Solicitation Categories.

Awards, Amounts and Durations

Anticipated Number of Awards
56

Anticipated Maximum Dollar Amount of Awards
Between $160,000 and $4,395,000

Period of Performance Start Date
10/1/23

Period of Performance Duration (Months)
48 months

Anticipated Total Amount to be Awarded Under Solicitation

$40,257,160

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 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 OJP Grant Application Resource Guide for additional information.

Budget Information

Supplanting

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

NEPA Compliance for Renovations

Costs incurred for rearrangement and alteration of facilities required specifically for the award program are allowable with prior written approval by the awarding agency. See 2 C. F.R. 200.462 and 2 C.F.R. 200.439 (b)(3). BJA may require information sufficient to ensure NEPA compliance prior to any renovations.

Prohibited Uses

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

Unmanned Aircraft Systems

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

Cost Sharing or Matching Requirement

This solicitation requires a 25 percent **cash or in-kind match**. Federal funds awarded under this solicitation may not cover more than 75 percent of the total costs of the project being funded. (See 34 U.S.C. 10424). An applicant must identify the source of the 25 percent nonfederal portion of the total project costs and how they will use match funds. If an award recipient's proposed match exceeds the required match amount, and OJP approves the budget, the total match amount in the approved budget becomes mandatory and subject to audit. ("Match" funds may be used only for purposes that would be allowable for the federal funds.) Recipients must satisfy this match requirement with cash or in-kind match.

How to Calculate Match

Formula

Step 1 - award amount ÷ 75% of federal share = total (adjusted) project cost

Step 2 - total (adjusted) project cost x 25% of recipient's share = required match

Example

Match requirement - 75/25 (federal share/recipient share). Federal award = $350,000

Step 1 - $350,000 ÷ 75% of federal share = $466,667

Step 2 - $466,667 x 25% of recipient's share = $116,667

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

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

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

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

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

Costs Associated with Language Assistance (if applicable)

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

Language Assistance.

Eligibility Information

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

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

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 and Available Surveys

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. On the SF-424, an applicant whose State appears on the SPOC list is to make the appropriate selection in response to question 19 once the applicant has complied with its State E.O. 12372 process. An applicant whose State does not appear on the SPOC list should answer question 19 by selecting "Program is subject to E.O. 12372 but has not been selected by the State for review."

Standard Applicant Information (JustGrants 424 and General Agency Information)

The Standard Applicant Information section of the JustGrants application is pre-populated with the SF-424 data submitted in Grants.gov. The applicant will need to review the Standard Applicant Information in JustGrants and make edits as needed. Within this section, the applicant will need to add zip codes for areas affected by the project; confirm 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 20 numbered pages.

The Proposal Narrative must include the following sections:

a. Description of the Issue

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

b. Project Design and Implementation

Describe how funds will be used to support residential SUD treatment and recovery services in prisons, juvenile detention centers, and jails.

Describe how the following criteria will be met:

1. Engage individuals with SUD or co-occurring substance use and mental health disorders for a period of 6–12 months in prisons or juvenile detention centers or for at least 3 months in jails.
2. Require periodic/random drug testing while individuals are in the program and under community supervision.
3. Provide programming set apart from the general population.
4. Provide aftercare services.

Describe how funds may be used to support jail-based SUD treatment programs that initiate or continue evidence-based SUD treatment programs in a pretrial population and/or to foster connections to SUD treatment in the community upon pretrial release.

Explain how the state coordinated the design and implementation of treatment programs between state correctional representatives and the state alcohol and substance use disorder agency (and, if appropriate, between representatives of local correctional agencies and representatives of either the state alcohol and drug use disorder agency or any appropriate local alcohol and drug use disorder agency).

Briefly describe the effectiveness and evidence-based nature of existing treatment service(s)/practice(s).

Explain how the funded programs will support existing efforts to address OUD, including the current ability to provide MAT, and how the applicant will support expanding the use of and access to MAT, including the availability of all three forms of FDA-approved medications, in prisons and jails.

Describe how the applicant will allocate funds to local correctional and detention facilities in rural and tribal areas.

Describe how the applicant will ensure that individuals who participate in the RSAT will have access to SUD treatment, along with the full continuum of recovery support services and programs (e.g., educational and job training, parole supervision, recovery housing programs, self-help and peer group programs) upon release.

Describe how the applicant will ensure that providers furnishing reintegration services are approved by the appropriate state or local agency and are licensed, if necessary, to provide medical treatment or other health services.

Explain how the state will coordinate the RSAT Program's design and implementation at the state and local levels and how it will coordinate use of RSAT funds with any funding received from SAMHSA to support SUD treatment and recovery services for individuals with justice involvement.

c. Capabilities and Competencies

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

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

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

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

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

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 RSAT Program's goals, objectives, and deliverables in the JustGrants web-based form. 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 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 (attachment)

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

Indirect Cost Rate Agreement (if applicable)

If applicable, the applicant will upload their indirect cost rate agreement as an attachment in JustGrants. 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

If applicable, the applicant will upload a description of the process used to determine executive compensation by uploading the document as an attachment in JustGrants. See the "Application Attachments" section of the OJP Grant Application Resource Guide for information.

Additional Application Components

The applicant will attach the additional requested documentation in JustGrants.

Tribal Authorizing Resolution

An application in response to this solicitation may require inclusion of tribal authorizing documentation as an attachment. If applicable, the applicant will upload the tribal authorizing documentation as an attachment in JustGrants. See the OJP Grant Application Resource Guide for information on tribal authorizing resolutions.

Research and Evaluation Independence and Integrity Statement

If an application proposes research (including research and development) and/or evaluation, the applicant must demonstrate research/evaluation independence and integrity, including appropriate safeguards, before it may receive award funds. The applicant will 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.

Appendix A (if applicable)

Certification Regarding Nonresidential Substance Use Disorder Treatment Aftercare

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

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 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 8:59 p.m. ET on August 2, 2023.

The **full application** must be submitted in JustGrants by 8:59 p.m. ET on August 7, 2023.

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

Pursuant to the Part 200 Uniform Requirements, before award decisions are made, OJP also reviews information related to the degree of risk posed by the entity. Among other things to help assess whether an applicant with one or more prior federal awards has a satisfactory record with respect to performance, integrity, and business ethics, OJP checks whether the applicant 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 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 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 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, semi-annual performance reports, final financial and performance reports, and, if applicable, an annual audit report in accordance with the Part 200 Uniform Requirements or specific

award conditions. Future awards and fund drawdowns may be withheld if reports are delinquent. (In appropriate cases, OJP may require additional reports.)

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

Federal Awarding Agency Contact(s)

For OJP contact(s), 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.

Performance Measures

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

Application Checklist

FY 2023 Residential Substance Abuse Treatment for State Prisoners Program Formula Grant Solicitation

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 2022 Awards" in the OJP Funding Resource Center.

Review Scope Requirement:

- The federal amount requested is within the allowable formula dollar amount for each eligible entity

Review Eligibility Requirement:

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

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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**
- 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 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 in Grants.gov)
- Proposal Abstract

- Proposal Narrative

Budget and Associated Documentation

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

Additional Application Components

- Tribal Authorizing Resolution (if applicable) (see OJP Grant Application Resource Guide)
- Research and Evaluation Independence and Integrity (see OJP Grant Application Resource Guide)
- **Appendix A** (if applicable) – Certification Regarding Nonresidential Substance Use Disorder Treatment Aftercare

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

Certification Regarding Nonresidential Substance Use Disorder Treatment Aftercare

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

Signature and Date

Printed Name and Title

Name of State Applicant Entity