BUREAU OF JUSTICE ASSISTANCE

FUNDING OPPORTUNITY: BJA FY 2024 ENHANCING CORRECTIONAL PRACTICES TO PROTECT VULNERABLE PEOPLE: TECHNICAL ASSISTANCE AND MICROGRANT PROGRAM

April 18, 2024

Bureau of Justice Assistance
U.S. Department of Justice

Presenters

Tom Talbot – Senior Policy Advisor, BJA

Dee Halley – Policy Advisor, BJA

Agenda

- Welcome and Introduction to OJP and BJA
- Program Overview
- Eligibility and Application Requirements
- Application Resources
- Q&A

SECTION 1

WELCOME AND INTRODUCTION

BJA
Bureau of Justice Assistance
U.S. Department of Justice

What is the Office of Justice Programs?

- The Office of Justice Programs (OJP) provides grant funding, training, research, and statistics to the criminal justice community.
- OJP is one of three grant-making components of the Department of Justice along with the **Office on Violence Against Women (OVW)** and the **Office of Community Oriented Policing Services**

BJA – Bureau of Justice Assistance

BJS – Bureau of Justice Statistics

NIJ – National Institute of Justice

OVC – Office for Victims of Crime

OJJDP – Office of Juvenile Justice and Delinquency Prevention

SMART – Office of Sex Offender Sentencing, Monitoring, Apprehending, Registering, and Tracking

U.S. Department of Justice Bureau of Justice Assistance

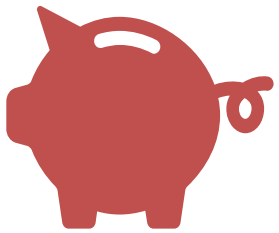
Mission: BJA's mission is to provide leadership and services in grant administration and criminal justice policy development to support state, local, and tribal justice strategies to achieve safer communities. BJA works with communities, governments, and nonprofit organizations to reduce crime, recidivism, and unnecessary confinement, and promote a safe and fair criminal justice system.

Karhlton F. Moore, BJA Director

Bureau of Justice Assistance
U.S. Department of Justice

https://bja.ojp.gov/

How BJA Supports the Field



Investments

Provide diverse funding to accomplish goals.

Sharing Knowledge

Research, develop, and deliver what works to build capacity and improve outcomes.

Engagement

Consult, connect, and convene.

SECTION 2

PROGRAM OVERVIEW

BJA
Bureau of Justice Assistance
U.S. Department of Justice

FY 2024 Funding

Enhancing Correctional Practices to Protect Vulnerable People

Number of awards: 1

Maximum award amount: $2,500,000

Performance duration: 48 months

Program Goals

1

Support state, local, and tribal agencies to protect vulnerable people in their confinement facilities, and to reduce the use of overly punitive or restrictive measures to keep them safe.

2

Administer competitive microgrants of approximately $50,000 each.

3

Deliver training and technical assistance (TTA).

Vulnerable People

Under this program, vulnerable people include, but are not limited to, those with one or more physical disability, severe/persistent mental illness, or who are LGBTQ+, youthful inmates in adult facilities, blind, deaf, or non-English speaking.

Microgrants

- The successful applicant will enter a cooperative agreement with BJA.
- They will then administer subawards, or pass through funding, to entities operating confinement facilities to carry out parts of the Federal award.
- All recipients must adhere to the applicable law of their jurisdiction and the rules in the DOJ Grants Financial Guide.
- The cooperative agreement holder may impose additional financial and administrative requirements on the subawards.
- Eligible microgrant recipients are state, local, and tribal agencies working to protect vulnerable people in their confinement facilities.

Program Objectives

- Develop and administer microgrants.
- Provide TTA to recipient confinement facilities/agencies.
- Provide TTA in response to requests from other confinement facilities/agencies.
- Develop and deliver targeted, cost-effective, high-quality training and other resources.

Additional Information about Funding

- At least 50% of the total award (i.e., $1,250,000) must be awarded as microgrants.
- Because BJA wants to fund and support as many confinement facilities/agencies as possible, it is anticipated that each microgrant will not exceed $50,000.

Program Priorities

- Programs designed to advance equity and the remove barriers to access and opportunities.
- Applicant or subrecipient identifies as a population specific organization that serves communities that have been historically underserved, marginalized, adversely affected by inequality, and disproportionately impacted by crime, violence, and victimization.

Examples of Innovations that can be Funded via Microgrants

Promoting **positive changes in cultures** in confinement facilities/agencies to reflect **zero tolerance for abuse** of any kind.

Enhancing screening and assessment, at intake and thereafter, using validated tools with a focus on identifying those who are at higher risk of being victimized, as well as those who are more likely to victimize others.

Increasing the use of screening and assessment information, at intake and thereafter, to guide housing assignments and placement in programming.

Examples of Innovations that can be Funded via Microgrants (cont.)

Reducing the use of restrictive housing to protect vulnerable people and/or to prevent individuals from victimizing others and investing resources in viable alternatives to this kind of housing.

Partnering with external victim advocates and victim service providers to support victims/survivors in confinement facilities.

Creating or expanding ways for people who are victimized in confinement facilities **to confidentially or anonymously report incidents** of abuse and educating them about these.

SECTION 3

ELIGIBILITY AND APPLICATION REQUIREMENTS

BJA
Bureau of Justice Assistance
U.S. Department of Justice

Eligible Applicants

- Public- and state-controlled institutions of higher education.
- Nonprofits having a 501(c)(3) status with the IRS, other than institutions of higher education.
- Nonprofits that do not have a 501(c)(3) status with the IRS, other than institutions of higher education.
- Private institutions of higher education.
- For-profit organizations other than small businesses.
- Small businesses.

Requirements for Applicants

- Demonstrate the ability and capacity to administer a microgrant program.
- Possess experience:
  - Working to reduce the victimization of vulnerable people in confinement settings in ways that are not overly restrictive or punitive.
  - Designing and implementing TTA on a national scale.

Administering Microgrants

- Successful administration of microgrants carries the responsibility of assuring that recipients of this funding are in compliance with all relevant grant conditions, including:
  - The funding is used for authorized purposes and is implemented in compliance with applicable federal law (statutes and regulations).
  - The terms and conditions of the funding are detailed in the recipient agreement and achieve the outlined performance goals.

See the Subrecipient Monitoring discussion in the DOJ Grants Financial Guide.

Application Requirements

- Proposal Abstract
- Proposal Narrative
- Budget Worksheet and Budget Narrative (Web-based Form)
- Application for Federal Assistance (SF-424)

See the cooperative agreement solicitation for more requirements.

Proposal Abstract

Include a summary of the purpose of the project, primary activities, expected outcomes, and intended beneficiaries.

Write in third person for a public audience, as it will be publicly available on the OJP website if the project is awarded.

Proposal Narrative

Description of the issue

Project design and implementation

- Describe the strategy to address the problem(s) or need(s) related to protecting vulnerable people in confinement facilities.
- Outline the plan/approach to select and administer microgrants and provide TTA.

Proposal Narrative (cont.)

- Capabilities and competencies
- Plan for collecting required data on performance measures
- Timeline for project goals, objectives, and deliverables

Program Deliverables

- Comprehensive, competitive process to make microgrants and TTA available to state, local, and tribal confinement facilities/agencies.
- Provision of TTA to the selected facilities/agencies.
- Process to market and deliver TTA to facilities/agencies not in receipt of microgrants.

Program Deliverables (cont.)

- Online/virtual webinars.
- In-person trainings/workshops at national professional conferences.
- Practical, user-friendly program summary/brief for wide distribution.

Review Criteria

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

- Description of the Issue (15%)
- Project Design and Implementation (40%)
- Capabilities and Competencies (30%)
- Plan for Collecting the Data Required for This Solicitation's Performance Measures (5%)
- Budget (10%)

SECTION 4

APPLICATION RESOURCES

Contents

- How To Apply
- Application Elements and Formatting Instructions
  - Complete the Application for Federal Assistance(Standard Form (SF)-424)
  - Disclosure of Lobbying Activities
    - Unique Entity Identifier and System for Award Management (SAM)
  - Proposal Abstract
  - Budget Preparation and Submission Information
    - Detailed Computations and Allowable Costs
    - Narrative Justification for Every Cost
    - Consolidated Budget Summary
    - Information on Proposed Subawards (if any) and Proposed Procurement Contracts (if any)
    - Indirect Cost Rate Agreement (if applicable)
  - Tribal Authorizing Resolution (if applicable)
- Application Attachments
  - Applicant Disclosure of Pending Applications (Duplication in Cost Items)
  - Applicant Disclosure and Justification – DOJ High Risk Grantees
  - Research and Evaluation Independence and Integrity
  - Disclosure of Process Related to Executive Compensation
- Financial Information
  - Financial Management and System of Internal Controls
  - Financial Management and System of Internal Controls Questionnaire (including Applicant Disclosure of High-Risk Status)
  - Cost Sharing or Matching Requirement
  - Pre-agreement Costs (also known as Pre-award Costs)
  - Limitation on Use of Award Funds for Employee Compensation; Waiver
  - Prior Approval, Planning, and Reporting of Conference/Meeting/Training Costs
  - Costs Associated with Language Assistance (if applicable)
- Application Review Information
- Federal Award Administration Information
  - Federal Award Notices
  - Administrative, National Policy, and Other Legal Requirements
  - Information Technology (IT) Security Clauses
  - General Information about Post-Federal Award Reporting Requirements
- Programmatic Information
  - Evidence-Based Programs or Practices
  - Information Regarding Potential Evaluation of Programs and Activities
  - Note on Project Evaluations
- Other Information
  - Freedom of Information and Privacy Act (5 U.S.C. § 552 and 5 U.S.C. § 552a)
  - Provide Feedback to OJP
  - To Become an OJP Peer Reviewer

JUSTgrants
JUSTICE GRANTS SYSTEM
JustGrants Login | FAQs | COPS Office | OJP | OVW
Search
About
Training
Resources
User Support
Library
News & Updates
Learn About the Department of Justice's Grants and Payment Management Systems
JustGrants Login
The Justice Grants System (JustGrants) is the Department of Justice's grants management system for the Office of Community Oriented Policing Services (COPS Office), the Office of Justice Programs (OJP) and the Office on Violence Against Women (OVW).
The JustGrants Resources website is an entryway into information about JustGrants and the system itself. Through this portal both award recipients and applicants can access training resources and user support options, find answers to frequently asked questions and sign up for the JusticeGrants Update e-newsletter .
Users can also log in to JustGrants through the site.
News Flash
Feb 21: Register Now! March Dates Added for Virtual Q&A Sessions
Aug 10: Review New and Updated JustGrants FAQs

LOGIN
JustGrants Login
Select the access graphic above to log in to the Justice Grants System (JustGrants).
TRAINING
Training
Learn to navigate JustGrants effectively and complete various essential grants management tasks.
FREQUENTLY ASKED QUESTIONS
FAQs
Find answers to frequently asked questions regarding the Justice Grants System (JustGrants) and the Automated Standard Application for Payments (ASAP).
USER SUPPORT
User Support
Access self-service, topic-specific, and technical support options for assistance in using the JustGrants System.
RESOURCES
Resources
Links to resource guides, financial and administrative resources for grant management, funding opportunities, and ASAP training and resources.
NEWS & UPDATES
News & Updates
View the latest information and updates on DOJ's grants management and payment management systems and sign up for JusticeGrants Updates emails from the COPS Office, OJP, and OVW.

Application Assistance

Grants.gov

- Provides technical assistance with submitting the **SF-424** and **SF-LLL.**
  - **Customer Support Hotline**
    - 800–518–4726 or 606–545–5035
    - Operates 24 hours a day, 7 days a week, except on federal holidays.
  - **Web and Email**
    - https://www.grants.gov/web/grants/support.html
    - support@grants.gov
- Provides information on available federal funding opportunities for various federal agencies.

Support

Provides technical assistance with submitting the full application in DOJ's Justice Grants System (JustGrants).

- **Customer Support Hotline:**
  - 833–872–5175
  - Monday–Friday between 7:00 a.m. and 9:00 p.m. ET
  - Saturday, Sunday, and federal holidays from 9:00 a.m. to 5:00 p.m. ET
- **Web and Email**
  - https://justicegrants.usdoj.gov/user-support
  - JustGrants.Support@usdoj.gov

Email Updates
Text OJP [your email address] to 468-311 to subscribe.

(Message and data rates may apply.)

https://www.ojp.gov/subscribe

Stay Connected!

- **Facebook:** https://www.facebook.com/DOJBJA
- **X:** https://x.com/DOJBJA
- **YouTube:** https://www.youtube.com/dojbja
- Use the QR code to subscribe to **"Justice Matters" and "News From BJA"** to receive the latest information from BJA and the field.
- For information on funding opportunities, publications, and initiatives, visit **BJA's website:** www.bja.ojp.gov.

Additional Questions?

Contact the **OJP Response Center**:

- Email: grants@ncjrs.gov
- Toll free: 800–851–3420
- TTY: 301–240–6310 (hearing impaired only)

The Response Center hours of operation are 10:00 a.m. to 6:00 p.m., ET, Monday through Friday.

Reminder: Dual Deadlines

Applications must be submitted in a two-step process, each with its own deadline:

- Step 1: Submit an SF-424 and an SF-LLL at Grants.gov.
  - **June 13, 2024 at 8:59 p.m. ET.**
- Step 2: Submit the full application, with attachments, at JusticeGrants.usdoj.gov.
  - **June 20, 2024 at 8:59 p.m. ET.**

NOTES: Submission deadline times for both Grants.gov and JustGrants are now 8:59 p.m. ET, not 11:59 p.m. ET as in past years. Please read the solicitation carefully for further guidance.

Quick Reference: Important Contacts

For technical assistance submitting the SF-424 and SF-LLL into Grants.gov, **call:** 800–518–4726 or 606–545–5035, 24 hours a day, or **email:** support@grants.gov.

For technical assistance submitting the **full application** into JustGrants, **call:** 833–872–5175, 7–9 ET, M–F, and 9–5 ET, weekends and holidays, or **email:** JustGrants.Support@usdoj.gov.

For technical assistance with the programmatic requirements, **call the OJP Response Center**: 800–851–3420, 10–6 ET, M–F, or **email:** grants@ncjrs.gov.

Questions?

Enter in the **Q&A** box and send to **All Panelists.**