

BUREAU OF JUSTICE ASSISTANCE

FUNDING OPPORTUNITY: FY2024 TRAINING AND TECHNICAL ASSISTANCE FOR JUSTICE-FOCUSED COMMUNITY BASED ORGANIZATIONS

July 1, 2024



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



Presenters

- **Linda A. Seabrook** - Senior Counsel, Racial Justice & Equity
Office of the Assistant Attorney General
- **Gregory D. Torain** – Senior Policy Advisor, Bureau of Justice
Assistance

Agenda

Welcome and Introduction to OJP and BJA

Program Overview

Eligibility and Application Requirements

Application Resources

Q&A

SECTION 1

WELCOME AND INTRODUCTION



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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 (COPS)**.

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.

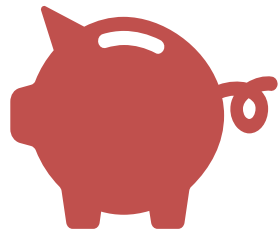
Karhlton F. Moore, BJA Director



<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.

Has your organization been awarded federal grants in the past?

Yes, my organization has extensive experience with federal grants.

Yes, though my organization does not currently have any federal grants.

My organization has limited experience with federal grants.

My organization is new to federal grants and looking to learn more!

SECTION 2

PROGRAM OVERVIEW



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Training and Technical Assistance for Justice-Focused Community-Based Organizations

Deliver training and technical assistance (TTA) to justice-focused community-based organizations that primarily serve historically marginalized and underserved communities, including rural communities, by improving the quality of their programming and strengthening their infrastructure and administrative and financial controls to support these organizations as co-producers of safety and justice.



Training and Technical Assistance for Justice-Focused Community-Based Organizations



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50 percent for community based organizations (CBOs) focusing on public safety and justice solutions

Office for Victims of Crime
OVC

25 percent for victim serving CBOs

OJJDP Office of Juvenile Justice
and Delinquency Prevention

25 percent for CBOs serving youth in or at risk for involvement with the juvenile justice system

BJA in cooperation with OJJDP and OVC seeks to support a TTA provider for justice-focused CBOs.

Anticipated Awards, Amount, and Duration

- Number of Awards: 1
- Maximum per Award: **Up to \$1,000,000**
- Performance Start Date: **October 1, 2024**
- Period of Performance: **Up to 36 months**



Allowable Use of Funds

Conduct needs assessments and/or listening sessions

Develop resources, webinars, videos, social media, and regional trainings to increase outreach

Connect with OJP grantees post-award to identify needs and develop and implement tailored TTA

Create and support a peer network of community leaders to be dispatched on an as-needed basis for hands-on, in-depth TTA

Create a series of high-quality, easy-to-understand, accessible training resources



Application Deadlines

Step 1: Grants.gov
Deadline: **July 17, 2024**

Step 2: JustGrants
Deadline: **July 24, 2024**



Who May Apply



Note: Entities should be able demonstrate experience and expertise serving historically marginalized and underserved communities, including rural communities.

Public- & State-controlled institutes of higher education

Private institutions of higher education, other than institutions of higher education

Native American Tribal Organizations (other than federally recognized tribal governments)

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

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

For-profit organizations other than small businesses

Small businesses

Will you be applying for funding under the FY24 TTA for Justice-Focused Community-Based Organization solicitation?

Yes

No

Not sure

If applying, please indicate the type of entity that you represent.

1. Public- and State-controlled institution of higher education

2. Native American tribal organizations

3. Nonprofits having a 501(c)(3) status with the IRS

4. Nonprofits that do not have a 501(c) (3) status with the IRS

5. Private institutions of higher education

6. For-profit organizations other than small businesses

7. Small businesses

SECTION 4

ELIGIBILITY AND APPLICATION REQUIREMENTS



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Application Checklist

Application Step 1: Grants.gov (required)

- Application for Federal Assistance (SF-424)
- Disclosure of Lobbying Activities (SF-LLL) .

Application Step 2: JustGrants

- Proposal Abstract (required)
- Proposal Narrative (required)
- Budget Detailed Narrative and web-based form (required)
- Indirect Cost Rate Agreement (if applicable)
- Financial Management and System of Internal Controls Questionnaire
- Disclosure of Process related to Executive Compensation
- Additional Attachments
 - Timeline web-based form

Two-Step Process

Applicants will be required to submit the **SF-424** and **SF-LLL** forms in Grants.gov

- Application for Federal Assistance (SF-424)
<https://www.grants.gov/web/grants/register.html>
- Disclosure of Lobbying Activities (SF-LLL)
<https://justicegrants.usdoj.gov/>

Grants.gov Registration – Step 1

Register with Grants.gov is a one-time process; however, processing delays may occur, and it can take several weeks for first-time registrants to receive confirmation of registration and a user password.

Select the appropriate solicitation:

- **CDFA # 16.738, 16.582, and 16.540** Training and Technical Assistance for Justice-Focused Community-Based Organizations
- Grants.gov Opportunity #: **0-BJA-2024-172157**

All required documents must be successfully submitted through Grants.gov by July 11, 2024, at 8:59 p.m., Eastern time.

Justice Grants System (JustGrants) – Step 2

- Refer to the Registration and Submission section of the OJP Grant Application Resource Guide at [OJP Application Resource Guide](#) for instructions on How to Apply ([OJP Resource Guide – How to Apply](#)).
- **Full application must be successfully submitted through JustGrants by July 24, 2024, at 8:59 p.m. Eastern time.**

Basic Minimum Requirements

This solicitation identifies **Basic Minimum Requirements** that an application must meet to move forward to peer review.

The critical elements of this solicitation includes:

- SF-424 and SF-LLL (in Grants.gov)
- Proposal Abstract (in JustGrants)
- Proposal Narrative (in JustGrants)
- Budget Detailed Narrative Web-based Form

Important Note:

Applications that do not contain ALL elements designated by OJP as critical in the solicitation will not move forward to peer review.

Proposal Abstract

A Proposal abstract (no more than 400 words) summarizing the proposed project—including:

- Purpose
- Primary activities
- Expected outcomes
- Service area
- Intended beneficiaries
- Community-based and criminal justice partnerships/networks
- Subrecipients (if known)



Proposal Narrative

Make sure you understand and follow the instructions about page limits for the proposal narrative.

Proposal Narrative must be:

- Double-spaced
- Standard 12-point font
- 1-inch margins, and
- Should not exceed 12 numbered pages

If the proposal narrative fails to comply with these length restrictions, BJA may consider such noncompliance in peer review and in final award decision.

Helpful Tip: Table, charts, and other graphics can be included in the program narrative and will not be counted against the maximum number of pages, nor will font size requirements apply to these graphics.

Proposal Narrative

Merit Review Criteria

a. Description of the Issue	10%
b. Project Design and Implementation	40%
c. Capabilities and Competencies	40%
d. Plan for Collecting the Data Required for this Solicitation's Performance Measures	5%
e. Budget (completeness, cost effectiveness, and allowability)	5%

OJP Priority Areas

1B. Applicants that demonstrate that their capabilities and competencies for implementing their proposed project(s) are enhanced because they (or at least one proposed subrecipient that will receive **at least 40 percent** of the requested award funding, as demonstrated in the Budget web-based form) are 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.

**For purposes of this solicitation, population specific organizations are nonprofit, nongovernmental, or Tribal organizations that primarily serve members of a specific underserved population and have demonstrated experience and expertise providing targeted services to members of that specific underserved population.

If applying for funding, will you be requesting a priority consideration under 1B?

Yes

No

Not sure

Program Specific Requirements

The applicant must demonstrate that it has an **existing, established network of relationships** with community-based and population-specific organizations working on:

- Delinquency, crime, violence, and victimization issues;
- Familiarity with OJP programs and federal funding opportunities and demonstrated experience with and knowledge of federal grant administration and management laws, regulations, and policies; and
- Successful record of working with and on behalf of historically marginalized and underserved communities as one of its primary missions.

Program Specific Requirements

The recipient of this award will be expected to consult and collaborate with the following:

- Office for Victims of Crime's Financial Management Resource Center and National Center for Culturally Responsive Victim Services,
- BJA's National Training and Technical Assistance Center,
- Office of Juvenile Justice and Delinquency Prevention's National Training and Technical Assistance Center, and
- Other OJP technical assistance providers to maximize outreach to justice-focused community-based organizations that are current OJP grantees, while limiting any duplication of TTA deliverables or services overall.

Budget Detail and Narrative Web-Based Form

The applicant will complete the JustGrants web-based budget form, which includes both detailed calculations and budget narrative sections.

For more information, please visit <https://www.ojp.gov/funding/apply/ojp-grant-application-resource-guide#budget-prep>

SECTION 5

APPLICATION RESOURCES



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[Home](#) / [Grants/Funding](#) / [Applicant Resources](#)

OJP Grant Application Resource Guide

SAM.gov Entity Validation Update [🔗](#)

GSA implemented a new process to validate an entity's legal business name and physical address when requesting a Unique Entity Identifier (UEI) and for completing a SAM.gov entity registration. Due to a high volume of requests, entity validations are taking longer than expected to process. This validation process is now taking 7-10 business days, and in some cases longer.

OJP strongly recommends starting your SAM.gov registration process as soon as possible to allow the time necessary to process entity validations well in advance of the Grants.gov due date posted in the solicitation. Read [this FAQ](#) for more information.

The Office of Justice Programs (OJP) Grant Application Resource Guide ("Guide") provides guidance to assist OJP grant applicants in preparing and submitting applications for OJP funding. It addresses a variety of policies, statutes, and regulations that apply to many (or in some cases, all) OJP program applicants, or to grants and cooperative agreements awarded in fiscal year (FY) 2023. Some OJP programs may have program solicitations that expressly modify a provision of this Guide; in such cases, the applicant is to follow the guidelines in the solicitation as to any such expressly modified provision.

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](#)



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](#) 



JustGrants Login

Select the access graphic above to log in to the Justice Grants System (JustGrants).



Training

Learn to navigate JustGrants effectively and complete various essential grants management tasks.



FAQs

Find answers to frequently asked questions regarding the Justice Grants System (JustGrants) and the Automated Standard Application for Payments (ASAP).



User Support

Access self-service, topic-specific, and technical support options for assistance in using the JustGrants System.



Resources

Links to resource guides, financial and administrative resources for grant management, funding opportunities, and ASAP training and resources.



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.

JustGrants Technical 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. – 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.)



The screenshot shows the top of the U.S. Department of Justice Office of Justice Programs website. The header includes the DOJ seal, the text 'U.S. DEPARTMENT OF JUSTICE OFFICE OF JUSTICE PROGRAMS', and navigation links for 'Contact Us', 'Careers', 'Subscribe', and a search bar. Below the header is a navigation menu with links for 'About Us', 'News Center', 'Grants/Funding', 'For Congress', 'NCJRS Library', 'Topics', 'Training', and 'Data'. A 'Home' link is also present. The main content area features a large blue banner with the word 'Subscribe' in white. Below the banner is a 'Stay Connected' section with a list of newsletters to subscribe to.

U.S. DEPARTMENT OF JUSTICE
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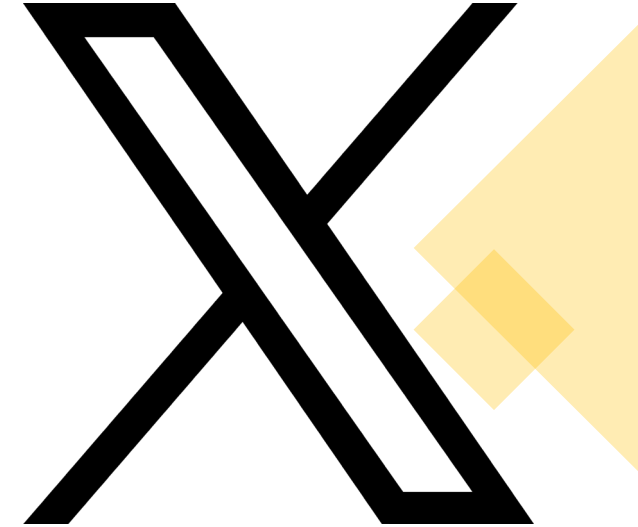
Stay Connected

- Subscribe to:
 - [OJP News Releases](#) for the latest OJP press releases and publication advisories
 - [JUSTINFO](#), a twice-monthly email newsletter
 - [Funding News](#), a weekly notice of new grant opportunities and application tips
 - [JusticeGrants Update e-newsletter](#) for the latest information and updates on JustGrants, DOJ's grants management system
 - [OJP email newsletters](#) and topical messages available from OJP program offices (BJA, BJS, NIJ, OJJDP, OVC, and SMART)
- Sign up for [U.S. Department of Justice Email Updates](#)

<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](https://www.Grants.gov).
- Step 2: Submit the full application, with attachments, at [JusticeGrants.usdoj.gov](https://www.JusticeGrants.usdoj.gov).

NOTE: Submission deadline times for both Grants.gov and JustGrants are 8:59 p.m. ET.

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.