



The [U.S. Department of Justice, Office of Justice Programs' Bureau of Justice Assistance](#) is pleased to announce that it is seeking applications for funding under the Edward Byrne Memorial Justice Assistance Grant (JAG) Program. This program furthers the Department's mission by assisting state, local, and tribal efforts to prevent or reduce crime and violence.

Edward Byrne Memorial Justice Assistance Grant (JAG) Program FY 2009 State Solicitation

Eligibility

Applicants are limited to states, the District of Columbia, the Commonwealth of Puerto Rico, the Northern Mariana Islands, the Virgin Islands, Guam, and American Samoa. Once available, the allocations list will be available at: www.ojp.usdoj.gov/BJA/grant/09jagallocations.htm.
(See "Eligibility," page 1.)

Deadline

Registration with OJP's [Grants Management System](#) is required prior to application submission. All applications are due by 8:00 p.m. e.t. June 25, 2009.
(See "Deadline: Applications," page 1)

Contact Information

For assistance with the requirements of this solicitation, contact your State Policy Advisor: www.ojp.usdoj.gov/BJA/resource/ProgramsOffice.pdf.

This application must be submitted through OJP's [Grants Management System \(GMS\)](#). For technical assistance with submitting the application, call the Grants Management System Support Hotline at 1-888-549-9901, option 3. The GMS Help Desk hours of operation are Monday-Friday from 7:00 a.m. to 9:00 p.m. e.t.

Release date: May 22, 2009

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Edward Byrne Memorial Justice Assistance Grant Program CFDA #16.738

Overview of the Edward Byrne Memorial Justice Assistance Grant Program

The Edward Byrne Memorial Justice Assistance Grant (JAG) Program (42 U.S.C. 3751(a)) is the primary provider of federal criminal justice funding to state and local jurisdictions. JAG funds support all components of the criminal justice system from multijurisdictional drug and gang task forces to crime prevention and domestic violence programs, courts, corrections, treatment, and justice information sharing initiatives. JAG funded projects may address crime through the provision of services directly to individuals and/or communities and by improving the effectiveness and efficiency of criminal justice systems, processes, and procedures.

Deadline: Registration

Applicants must register with the Office of Justice Programs' (OJP) Grants Management System (GMS) prior to applying.

Deadline: Applications

The due date for applying for funding under this announcement is 8:00 p.m. e.t. on June 25, 2009.

Eligibility

Applicants are limited to states, the District of Columbia, the Commonwealth of Puerto Rico, the Northern Mariana Islands, the Virgin Islands, Guam, and American Samoa.

JAG Program—Specific Information

All awards are subject to the availability of appropriated funds and any modifications or additional requirements that may be imposed by law.

Established to streamline justice funding and grant administration, the JAG Program allows states, tribes, and local governments to support a broad range of activities to prevent and control crime based on their own local needs and conditions. JAG blends the previous Byrne Formula and Local Law Enforcement Block Grant (LLEBG) Programs to provide agencies with the flexibility to prioritize and place justice funds where they are needed most.

Formula

The Bureau of Justice Statistics (BJS) calculates, for each *state and territory*, a minimum base allocation which, based on the congressionally mandated JAG formula, can be enhanced by (1) the state's share of the national population and (2) the state's share of the country's Part 1 violent crime statistics. Once the state funding is calculated, 60 percent of the allocation is awarded to the state and 40 percent to eligible units of local government. Please note that the territories and District of Columbia are exempt from this part of the formula.

States also have a variable percentage of the allocation that is required *to be “passed through”* to units of local government. This amount, also calculated by BJS, is based on each state’s crime expenditures. In addition, the formula then calculates direct allocations for local governments within each state, based on their share of the total violent crime reported within the state. Local governments entitled to at least \$10,000 awards may apply directly to BJA for local JAG grants. BJA expects to have updated passthrough percentages available on June 2, and they will be posted on the JAG web page: www.ojp.usdoj.gov/BJA/grant/jag.html. To view the FY 2008 passthrough percentages, go to: www.ojp.usdoj.gov/BJA/grant/jag08/08JAGvpt.pdf.

Award Amount

Eligible state/territory recipients are entitled to the state allocation determined by the above formula plus any funds designated for the state’s units of local government whose direct allocation would be less than \$10,000. Funds from these “less than \$10,000 jurisdictions” will be added to the state allocation and must be distributed by the state to state police departments that provide criminal justice services, to units of local government, and/or to any units of local government whose allocations would be less than \$10,000.

Purpose Areas

JAG funds may be used for state and local initiatives, technical assistance, training, personnel, equipment, supplies, contractual support, information systems for criminal justice, as well as research and evaluation activities that will improve or enhance:

- Law enforcement programs.
- Prosecution and court programs.
- Prevention and education programs.
- Corrections and community corrections programs.
- Drug treatment and enforcement programs.
- Planning, evaluation, and technology improvement programs.
- Crime victim and witness programs (other than compensation).

SAA Responsibilities

In each state, the Governor or other Chief Executive Officer designates a state agency (State Administering Agency, or SAA) to apply for and administer these funds. The SAA will be responsible for:

- Coordination of JAG funds among state and local justice initiatives.
- Preparation and submission of the state JAG application.
- Administration of JAG funds including establishing funding priorities; distributing funds; monitoring subrecipients’ compliance with all JAG special conditions and provisions; and providing ongoing assistance to subrecipients.
- Submitting financial reports, programmatic reports, performance measures and subgrant information.

Administrative Funds

An SAA may use up to 10 percent of the state award, including interest, for costs associated with administering JAG funds.

Governing Body Review

The SAA must make the grant application available for review to the governing body of the state, or to an organization designated by that governing body, not fewer than 30 days before the application is submitted to the Bureau of Justice Assistance (BJA).

Public Comment

At the time of application submission, an SAA must provide an assurance that the application was made public and an opportunity to comment was provided to citizens and to neighborhood or community organizations to the extent the applicable law or established procedure makes such an opportunity available.

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.

Length of Awards

Awards are made in the first fiscal year of the appropriation and may be expended during the following 3 years, for a total of 4 years. Extensions beyond this period may be made on a case-by-case basis at the discretion of the Director of BJA and must be requested via the Grants Management System (GMS) **no less than 30 days prior to the grant end date**.

Passthrough

JAG requires that states pass through a pre-determined percentage (variable passthrough) of funds to units of local government, such as a city, county, township, town, or tribe.. Calculated by BJS, this percentage is established by assessing the total criminal justice expenditures by the state and units of local government. If an SAA believes its assessment is incorrect, the SAA may appeal the percentage by providing alternate, verifiable data to BJA.

- ★ If an SAA wishes to fund a project that will be administered by the state but be counted as variable pass through for JAG purposes, it may do so if the project will directly benefit a unit(s) of local government, and if each local jurisdiction to benefit voluntarily signs a waiver. This waiver must certify that the local jurisdiction recognizes that the funds in question are set aside for local government use; believes that the proposed project will provide a direct local benefit; and agrees that funding the project at the state level is in the best interests of the unit of local government.

Trust Fund

SAAs may draw down JAG funds in advance. To do so, a trust fund must be established in which to deposit the funds. The trust fund may or may not be an interest-bearing account. If subrecipients draw down JAG funds in advance, they also must establish a trust fund in which to deposit funds.

Prohibited Uses

JAG funds cannot be used directly or indirectly for security enhancements or equipment for nongovernmental entities not engaged in criminal justice or public safety. JAG funds also cannot be used directly or indirectly to provide for any of the following matters unless BJA certifies that extraordinary and exigent circumstances exist, making them essential to the maintenance of public safety and good order:

- Vehicles (excluding police cruisers), vessels (excluding police boats), or aircraft (excluding police helicopters).
- Luxury items.

- Real estate.
- Construction projects (other than penal or correctional institutions).
- Any similar matters.

Reporting Requirements

- Once an award is accepted, SAAs must submit quarterly financial status reports (SF-269s), quarterly performance metrics reports, an annual progress report, and an annual subgrant report.
- For more detailed information on reporting and other JAG requirements, refer to the JAG [FAQs](#).

Match Requirement

While match is **not required** under the JAG Program, match is an effective strategy for states units of local government to expand justice funds and build buy-in for local criminal justice initiatives.

Performance Measures

To assist in fulfilling the Department's responsibilities under the Government Performance and Results Act (GPRA), P.L. 103-62, applicants who receive funding under this solicitation must provide data that measure the results of their work. In addition, applicants must discuss their data collection methods in the application. New performance measures have been developed by BJA with input from criminal justice members in the field (including SAAs). Performance measures for the JAG Program can be found at: www.ojp.usdoj.gov/BJA/grant/JAG_Measures.pdf.

How To Apply

Grants Management System Instructions. Applications must be submitted through OJP's online Grants Management System (GMS). To access the system, go to <https://grants.ojp.usdoj.gov>. Applicants should begin the process a few weeks prior to the GMS registration deadline, especially if this is the first time they have used the system. Each application requires a separate GMS registration. For a step-by-step guide, visit <http://www.ojp.gov/gmscbt/> and refer to the section entitled "External Overview: Locating & Applying for Funding Opportunities." For additional assistance, call the GMS Help Desk at 1-888-549-9901 from 7:00 a.m. to 9:00 p.m. e.t.

Note: OJP will not review any application whose attachments are in Microsoft Vista or Microsoft 2007 format. Applications submitted via GMS must be in the following word processing formats: Microsoft Word (*.doc), Microsoft Excel files (*.xlm), PDF files (*.pdf), or Text Documents (*.txt). GMS is not yet compatible with Vista and cannot yet process Microsoft Word 2007 documents saved in the new default format with the extension ".docx." Please ensure the documents you are submitting are saved using "Word 97-2003 Document (*.doc)" format. In addition, GMS does not accept executable file types as application attachments. These disallowed file types include, but are not limited to, the following extensions: ".com," ".bat," ".exe," ".vbs," ".cfg," ".dat," ".db," ".dbf," ".dll," ".ini," ".log," ".ora," ".sys," and ".zip."

CFDA Number: The Catalog of Federal Domestic Assistance (CFDA) number for this solicitation is 16.738, titled "Edward Byrne Memorial Justice Assistance Grant Program."

A DUNS number is required: The Office of Management and Budget requires that all applicants for federal funds include a DUNS (Data Universal Numeric System) number in their application. Applications without a DUNS number are incomplete. A DUNS number is a unique nine-digit sequence recognized as the universal standard for identifying and keeping track of entities worldwide, including those receiving federal funds. The identifier is used for tracking purposes, to assist federal agencies with transparency of federal funding, and to validate address and point of contact information for federal assistance applicants, recipients, and subrecipients. The DUNS number will be used throughout the grant life cycle. Obtaining a DUNS number is a free, simple, one-time activity. Obtain one by calling 1–866–705–5711 or by applying online at www.dunandbradstreet.com.

What an Application Must Include

Standard Form 424

Program Narrative (Attachment 1)

Applicants must submit a program narrative that generally describes the proposed program activities for the 4-year grant period. The narrative must outline the types of programs the SAA will fund with JAG, provide a brief analysis of the need for the programs, and identify how performance measure data will be collected and reported. Narratives must also identify statewide priorities and planning, and anticipated coordination efforts involving JAG and related justice funds.

Budget and Budget Narrative (Attachment 2)

Applicants must submit a budget and budget narrative outlining how JAG funds, including administrative funds if applicable, will be used to support and implement the program. A sample budget form may be found at: www.ojp.usdoj.gov/funding/forms/budget_detail.pdf.

Review Narrative (Attachment 3)

Applicants must submit information documenting the date their JAG application was available for review to the governing body of the state, which must occur not less than 30 days before the application is submitted to BJA. The attachment must also specify that an opportunity to comment was provided to citizens and neighborhood or community organizations to the extent the applicable law or established procedure makes such opportunity available.

Abstract (Attachment 4)

Applicants must provide an abstract that includes the applicant's name, title of the project, goals of the project, and a description of the strategies to be used. The abstract must not exceed a half-page, or 400-500 words.

Additional Requirements

Successful applicants selected for award must agree to comply with additional applicable requirements prior to receiving grant funding. We strongly encourage you to review the list below pertaining to these additional requirements prior to submitting your application. Additional information for each can be found at www.ojp.usdoj.gov/funding/other_requirements.htm.

- Civil Rights Compliance
- Funding to Faith-Based Organizations

- Confidentiality and Human Subjects Protections Regulations
- Anti-Lobbying Act
- Financial and Government Audit Requirements
- National Environmental Policy Act (NEPA) Compliance
- DOJ Information Technology Standards
- Single Point of Contact Review
- Non-Supplanting of State or Local Funds
- Criminal Penalty for False Statements
- Compliance with Office of the Chief Financial Officer [Financial Guide](#)
- Suspension or Termination of Funding
- Non-Profit Organizations
- Government Performance and Results Act (GPRA)
- Rights in Intellectual Property
- Federal Funding Accountability and Transparency Act (FFATA) of 2006