

**Justice and Mental Health Collaboration Program
FY 2010 Competitive Grant Announcement
Frequently Asked Questions**

Updated: 3/17/10 (Additions highlighted in yellow)

Eligibility

1. Who is eligible to apply?

Applicants are limited to states, units of local government, federally recognized Indian tribes (as determined by the Secretary of the Interior and published in the *Federal Register*) and tribal organizations. (see "Eligibility," cover page).

2. Are U.S. Territories eligible to apply?

Yes, U.S. territories are eligible applicants.

3. The solicitation states that BJA will only accept joint applications, can you clarify that statement?

BJA is seeking a single application that demonstrates that the proposed project will be planned or implemented collaboratively by a unit of government with responsibility for criminal justice activities in partnership with a mental health agency. Only one agency is responsible for the submission of the application in GMS. This lead agency must be the state, unit of local government, federally recognized Indian tribe, or tribal organization.

4. How is a unit of government with responsibility for criminal justice activities defined?

A criminal or juvenile justice agency is an agency of state or local government or its contracted agency that is responsible for detection, arrest, enforcement, prosecution, defense, adjudication, incarceration, probation, or parole relating to the violation of the criminal laws of that state or local government.

5. How is a mental health agency defined?

A mental health agency is an agency of a state or local government or its contracted agency that is responsible for mental health services or co-occurring mental health and substance abuse services. A substance abuse agency is considered an eligible applicant if that agency provides services to individuals suffering from co-occurring mental health and substance use disorders.

6. Can a state or local jurisdiction submit more than one application for funding?

The solicitation does not prohibit a jurisdiction from submitting more than one application. Given the limited amount of resources, it is unlikely that any jurisdiction will receive more than one award as geographic and programmatic diversity will be considered in making a final selection.

7. My understanding is that this grant is intended to serve people with non-violent charges (in accordance with the language included in Public Law 108-414). Does this hold true for all types of proposals (e.g., reentry)?

Yes, the identified population to receive the services is the non-violent offender. Grant funds must be used to serve a target population that includes an adult or juvenile accused of a nonviolent offense who:

- Has been diagnosed as having a mental illness or co-occurring mental health and substance abuse disorder;
- Has faced, is facing, or could face criminal charges for a misdemeanor or nonviolent offense.

8. What is meant by the term "Nonviolent Offense?"

The term "nonviolent offense" means an offense that does not have as an element the use, attempted use, or threatened use of physical force against the person or property of another or is not a felony that by its nature involves a substantial risk that physical force against the person or property of another may be used in the course of committing the offense.

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Budget

1. Is the award amount per year or for the entire grant period?

The award amount is for the entire grant period, not per year. For example, for jurisdictions awarded a Category II Implementation grant, the award amount will be \$250,000 for the entire two-year period, not \$250,000 per year.

2. When is the funding start date?

Applicants should plan for their proposed project dates on or after October 1, 2010.

3. What is the match requirement for this program?

A grant made under this program may not cover more than 80 percent of the total costs of the project being funded during the first two years of the grant. See page 4-5 of the solicitation for examples of how to calculate the match. The applicant must identify the source of the non-federal portion of the budget and how match funds will be used.

4. What sources of funding can be used for match to this grant?

Match may be cash or in-kind.

5. Can this match be satisfied using Medicaid dollars?

No, Medicaid cannot be used to satisfy the match, either the Federal or State portion.

5. How should our budget be presented?

The budget worksheet and narrative must be submitted as one document; a sample is found through the hyperlink listed on page 12 of the solicitation. The form provided can be copied and saved into a WordPerfect or Word document, and narrative can be added after the work sheet information. A budget can also be created in Excel, but it must follow a similar format to what is included in the sample budget worksheet. Recognize also that the Budget Detail Worksheet is used as a guide to assist the reviewers in comparing activities proposed with budget items requested. BJA also recommends that applicants review the OJP Financial Guide for additional assistance related to the budget <http://www.ojp.usdoj.gov/financialguide/index.htm>.

6. Should the budget be submitted covering the entire 24 month period or split into Year 1 and Year 2 budgets?

You need to present a budget that reflects that total amount of federal funding requested for the entire project period. How this is presented is up to the applicant. If your budget is different for year one, the applicant can include a year 1 budget, a year 2 budget, and then a summary sheet that includes the total for the two years for each line item.

7. What is the intention of the set aside for data collection for Category 2 and 3 applicants?

Category 2 and 3 applicants must set aside at least 5 percent of the budget that will be dedicated to data collection. The plan should include the process for data collection and reporting for the BJA performance measures, a list of the outcome measures that will be used by the program, a description of how these measures will be used to show program effectiveness and inform program implementation or expansion, and who is responsible for data collection and analysis.

8. What if an applicant already has a data collection plan in place?

The 5% set aside must still be included, but could be included as the match. The plan in place must be described per the solicitation guidance and must include a plan to collect BJA performance measures.

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Performance Measures

1. May the applicant designate which of the performance measures listed apply to the program the applicant is proposing, or does BJA expect that a proposed program address all performance measures?

BJA understands that given a focus on one area of activity or another that applicants may be better able to respond to some measures more than others, and will review the responses in this context. All measures do not need to be addressed in the proposal. However, all applicants must demonstrate in their proposal the ability, through a formal process, to collect information related to the performance measures that would apply to their program listed in the solicitation. Upon selection of the applicants to receive awards, BJA will review these measures for more direction regarding final reporting requirements.

Models of Intervention for Individuals with Mental Illnesses

1. What are some models for intervention for individuals with mental illnesses?

BJA supports an intervention model proposed by the National GAINS Center and the Ohio Criminal Justice Coordinating Center of Excellence. The Sequential Intercept Model identifies “points of interception” where an intervention can be made to keep an individual with mental illness from entering or moving further into the justice system.

BJA also supports a comprehensive model for system-involved youth, A Blueprint for Change: Improving the System Response to Youth with Mental Health Needs Involved with the Juvenile Justice System.

Technical Assistance

1. What type of TA will be available?

BJA will provide information on current mental health partnerships, key elements of these approaches, support assessment of needs and resources and building collaboration. Specific, intensive technical assistance will also be provided. Upon selection of sites, a specific TA strategy will be developed to address the unique needs of the grantees.

Additional Information

1. What is the anticipated number of awards?

Approximately 40-50 total awards will be made.

2. Does the 15-page limit include Attachments 1, 2, 3, 4, and 5 or only Attachment 2?

This includes only Attachment 2, the Program Narrative, and should include Selection Criteria 1, 2, 3, and 5. See page 10 of the solicitation for further details.

3. Does Attachment 5 need to be in one file or can multiple files be submitted?

Multiple files can be submitted for Attachment 5.

4. Are the additional requirements (page 16 of announcement) required at the time of application or at time of award, if funded?

In the application process, applicants will be required to acknowledge and agree to several of these requirements. However, no paperwork will need to be completed unless an award is made.

5. Is GMS the same as Grants.gov?

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No, this year, applicants will be submitting their application through the Grants Management System (GMS). This system is different from Grants.gov which was used for submission in FY2009. Please see the section "How to Apply" for instructions on what is needed to submit the application in GMS. The Office of Justice Programs highly recommends starting the registration process as early as possible to prevent delays in the application submission by the specified deadline.

6. Does BJA provide samples of past successful applications?

Requests for past successful applications under the Justice and Mental Health Collaboration Program will need to be submitted to the Freedom of Information Act Office. You can call Dorothy Lee at (202) 307-0790 for more information.

7. Does my application require the state single point of contact review?

To determine if your state requires the single point of contact review, please visit:
http://www.whitehouse.gov/omb/grants_spoc/.

Please note:

- All applicants should review Public Law 108-414 and Public Law 110-416 as it defines terms used in this solicitation.
- The application must be submitted through GMS (see page 9-11). The Office of Justice Programs highly recommends starting the registration process as early as possible to prevent delays in the application submission by the specified deadline.
- **Note: OJP's Grants Management System (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."