

**Bureau of Justice Assistance (BJA)
FY 2011 Justice and Mental Health Collaboration Program
Frequently Asked Questions (FAQs)**

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 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.

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 2 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, 2011.

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 10 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?

Applicants are required to submit a budget detail worksheet AND a budget narrative. Please see page 19 of the solicitation for more details on budget requirements. BJA also recommends that applicants review the OJP Financial Guide for additional assistance related to the budget 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.

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 percent 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.

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 (TA)

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 depending on the amount of funding available for the program. BJA does not estimate how many awards will be made by category. The amount of funding available for the FY 2011 program is not yet available.

2. Do the Additional Attachments (Project Timeline and Memoranda of Understanding/Letters of Support) need to be in one file or can multiple files be submitted?

Multiple files can be submitted for the Additional Attachments.

3. Are the additional requirements (page 24-25 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.

4. How will applicants apply for funding?

Applications will be submitted through Grants.gov. Grants.gov is a “one-stop storefront” that provides a unified process for all customers of federal awards to find funding opportunities and apply for funding. Complete instructions on how to register and submit an application can be found at [www.Grants.gov](#). If the applicant experiences technical difficulties at any point during this process, please call the Grants.gov Customer Support Hotline at **800-518-4726**, 24 hours a day, 7 days a week, except federal holidays. Registering with Grants.gov is a one-time process; however, **processing delays may occur, and it can take up to several weeks** for first-time registrants to receive confirmation and a user password. OJP highly recommends that applicants start the registration process as early as possible to prevent delays in submitting an application package by the specified application deadline. **Please refer to the “How to Apply” section on pages 16-17.**

5. 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.

6. 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:

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.