



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 Justice and Mental Health Collaboration Program. This program furthers the Department's mission by increasing public safety through innovative cross-system collaboration for individuals with mental illness who come into contact with the criminal justice system.

Justice and Mental Health Collaboration Program FY 2009 Competitive Grant Announcement

Eligibility

Applicants are limited to states, units of local government, Indian tribes, and tribal organizations.
(See "Eligibility," page 2)

Deadline

Registration with [Grants.gov](#) is required prior to application submission.
All applications are due by 8:00 p.m. e.t. on March 12, 2009.
(See "Deadline: Applications," page 1)

Contact Information

For assistance with the requirements of this solicitation, contact: Rebecca Rose, BJA Policy Advisor, at 202-514-0726 or rebecca.rose@usdoj.gov.

This application must be submitted through [Grants.gov](#). For technical assistance with submitting the application, call the Grants.gov Customer Support Hotline at 1-800-518-4726 or send an e-mail to support@grants.gov. The Grants.gov Support Hotline hours of operation are Monday-Friday from 7:00 a.m. to 9:00 p.m. e.t.

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Justice and Mental Health Collaboration Program CDFA #16.745

Overview of the Justice and Mental Health Collaboration Program

The Justice and Mental Health Collaboration Program seeks to increase public safety through innovative cross-system collaboration for individuals with mental illness (MI) or co-occurring mental health and substance use disorders (COD) who come into contact with the criminal justice system. The Bureau of Justice Assistance (BJA) is seeking joint justice and mental health applications from eligible applicants to plan, implement, or expand a justice and mental health collaboration program. This program is authorized by the Mentally Ill Offender Treatment and Crime Reduction Act of 2004 (MIOTCRA) (Pub. L. 108-414) and the Mentally Ill Offender Treatment and Crime Reduction Reauthorization and Improvement Act of 2008 (Pub. L. 110-416).

Deadline: Registration

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 confirmations/user passwords.** The Office of Justice Programs (OJP) highly recommends that applicants start the registration process as early as possible to prevent delays in submitting an application package to our agency by the application deadline specified. The registration process for organizations involves these steps: (1) obtain a Data Universal Numbering System (DUNS) number; (2) register your organization with the Central Contractor Registration (CCR) database; (3) register with Grants.gov's Credential Provider and obtain a username and password; (4) register with Grants.gov to establish yourself as an Authorized Organization Representative (AOR); and (5) the E-Business Point of Contact (POC) assigns the "Authorized Applicant Role" to you. For more information about the registration process, go to www.grants.gov. **Note: Your CCR must be renewed once a year. Failure to renew the CCR may prohibit submission of a grant application through Grants.gov.**

Deadline: Applications

The due date for applying for funding under this announcement is 8:00 p.m. e.t. on March 12, 2009.

Within 24-48 hours after submitting your electronic application, you should receive an e-mail validation message from Grants.gov. The validation message will tell you if the application has been received and validated or if it has been rejected, and why.

Important: You are urged to submit your application at least 72 hours prior to the due date of the application to allow time to receive the validation message and to correct any problems that may have caused the rejection notification.

If you experience unforeseen Grants.gov technical issues beyond your control, you must contact OJP staff **within 24 hours after the due date** and request approval to submit your application. At that time, OJP staff will require you to e-mail the complete grant application, your

DUNS number, and provide a Grants.gov Help Desk tracking number(s). After OJP reviews all of the information submitted as well as contacts Grants.gov to validate the technical issues reported by the grantee, OJP will contact you to either approve or deny the request.

To ensure a fair competition for limited discretionary funds, the following conditions are not valid reasons to permit late submissions: (1) failure to begin the registration process in sufficient time; (2) failure to follow Grants.gov instructions on how to register and apply as posted on its web site; (3) failure to follow all of the instructions in the OJP solicitation; and (4) technical issues experienced with the applicant's computer or information technology (IT) environment.

Eligibility

Applicants are limited to states, units of local government, federally recognized Indian tribes, and tribal organizations. BJA will only accept joint applications; each application must demonstrate that the proposed project will be administered jointly by a unit of government with responsibility for criminal or juvenile justice activities and a mental health agency.

Per Pub. L. 108-414, 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 (sec. 2991(a)(3)). A "*mental health agency*" is an agency of state or local government or its contracted agency that is responsible for mental health services or co-occurring mental health and substance abuse services (sec. 2991(a)(5)). 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.

American Indian Tribes and Alaska Native Tribes and/or Tribal Organizations: All tribal applications must be accompanied by a current authorizing resolution of the governing body of the tribal entity or other enactment of the tribal council or comparable government body. If the grant will benefit more than one tribal entity, a current authorizing resolution or other enactment of the tribal council or comparable government body from each tribal entity must be included. If the grant application is being submitted on behalf of a tribal entity, a letter or similar document authorizing the inclusion of the tribal entity named in the application must be included.

Justice and Mental Health Collaboration 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.

The Justice and Mental Health Collaboration Program will increase public safety by facilitating collaboration among the criminal justice and mental health and substance abuse treatment systems to increase access to mental health and other treatment services for individuals with MI/COD. The program encourages early intervention for these system-involved individuals; provides new and existing mental health courts with various treatment options; maximizes diversion opportunities for nonviolent system-involved individuals with MI/COD; promotes training for justice and treatment professionals; and facilitates communication, collaboration, and the delivery of support services among justice professionals, treatment and related service providers, and governmental partners. Grant funds may be used to:

- Plan, create, or expand programs that promote public safety and public health by providing appropriate services for system-involved individuals with MI/COD.

- Plan, create, or expand specialized training programs for criminal justice and mental health and substance abuse treatment personnel.
- Plan, create, or expand law enforcement strategies to provide response options that are tailored to the needs of people with mental illnesses.
- Plan, create, or expand mental health courts, other court-based programs, pre-trial, and diversion and alternative prosecution and sentencing programs.
- Promote and provide mental health or COD treatment and transitional services for those incarcerated or transitional reentry programs for those released from a correctional institution.

Grant funds must be used to support 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.

Per MIOTCRA, a nonviolent offense is an offense that does not have an element of use of physical force against the person or property of another or is not a felony that involves a substantial risk that physical force against the person or property of another.

Consistent with the Mentally Ill Offender Treatment and Crime Reduction Reauthorization and Improvement Act of 2008, priority will be given to applications that promote effective strategies for identification and treatment of system-involved females with MI/COD.

Applicants may review [Pub. L. 108-414](#), [Pub. L. 110-416](#), the Mentally Ill Offender Treatment and Crime Reduction Act, and the [Sequential Intercept Model](#) for supporting information related to this solicitation.

Award Categories

Justice and Mental Health Collaboration Program grants are available in one of the following three categories. Each category requires a joint application with a mental health agency and unit of local government responsible for criminal justice activities.

CATEGORY I: PLANNING. Grant amount: Up to \$50,000. Project period: 12 months. Competition ID: BJA-2009-2038.

Category I applicants (local or state level) will *design* a strategic, collaborative plan to initiate systemic change for the identification and treatment of system-involved individuals with MI/COD. Key to the planning category is the development of an effective collaboration representing support from all levels of government, justice, mental health and substance abuse treatment services, transportation, housing, advocates, consumers, and family members. This collaboration will form the basis for a problem solving model, or strategic plan, to intercept individuals from the system at the earliest point possible while promoting public safety. Category I grantees will receive intensive technical assistance from BJA to support their planning efforts.

CATEGORY II: PLANNING AND IMPLEMENTATION. Grant amount: Up to \$250,000. Project period: 30 months. Competition ID: BJA-2009-2039.

Category II applicants will *complete* an already-initiated strategic plan for their criminal justice and mental health or co-occurring mental health and substance use disorder collaboration, and then *begin* implementation of the plan during the project period. Planning and Implementation grants can support law enforcement response programs; mental health courts and

diversion/alternative prosecution and sentencing programs; treatment accountability services; specialized training for justice and treatment professionals; service delivery for collateral services such as housing; and corrections, transitional, and reentry services to create or expand MI/COD support services. Applicants in this category will submit their draft plan as part of the application review process. While plans need not be final, they should reflect substantive thought and activity toward planning a collaboration. Approximately six months of the total project period should be used to complete details on plans, with the remaining months used to begin implementation of the plan. Category II grantees will receive approval from BJA to begin the implementation phase of their grant once they have successfully met all planning performance measures, and will receive intensive technical assistance from BJA during the planning period of the grant.

Category III: EXPANSION. Grant amount: Up to \$200,000. Project period: 24 months. Competition ID: BJA-2009-2037.

Category III applicants will *expand* upon or improve their well-established collaboration plan. Category III grants can support the expansion of law enforcement response programs, mental health courts and diversion/alternative prosecution and sentencing programs, treatment accountability services, specialized training for justice and treatment services professionals, service delivery for collateral services such as housing, and corrections, transitional, and reentry services to create or expand MI/COD support services. Category III funding must clearly demonstrate an expansion to the current functioning of an existing program.

Match Requirement

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. For Category II (Planning and Implementation), the grant can cover no more than 60 percent of the total costs of the project during the third year. The applicant must identify the source of the non-federal portion of the budget and how match funds will be used. Applicants may satisfy this match requirement with either cash or in-kind services. The formula for calculating match is:

Award amount = Adjusted Project Costs
Federal Share

Recipient's share x Adjusted Project Cost = required match

Example: For a federal award amount of \$250,000, match would be calculated as follows:

$$\frac{\$250,000}{80\%} = \$312,500 \quad 20\% \times \$312,500 = \$62,500$$

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. Performance measures for this solicitation are as follows:

For Grantees in Planning Stages:

Objectives	Performance Measures	Data Grantee Provides
<p>Objective 1: Develop a collaborative structure to guide the strategic, collaborative planning process.</p>	<p>Outcome: Participation of relevant government agencies, community service agencies, mental health advocacy organizations, consumers, and family members who participate in the strategic, collaborative planning process.</p>	<p>Number of relevant government agencies, community service agencies, mental health advocacy organizations, consumers, and family members who participate in the strategic, collaborative planning process.</p>
<p>Objective 2: Develop formal collaborative agreements to inform the strategic, collaborative planning process.</p>	<p>Outcome: Proportion of collaborative members who commit to engage in program planning.</p> <p>Proportion of collaborative members who commit to provide resources for program implementation.</p>	<p>Number of collaborative members who sign a Memorandum of Understanding (MOU) as a commitment to the planning process.</p> <p>Number of collaborative members who sign the MOU that commit resources for program development</p>
<p>Objective 3: Increase the use of relevant data to inform the strategic, collaborative planning process.</p>	<p>Outcome: Proportion of government agency and community service agency collaborative members who participate in data gathering activities.</p>	<p>Number of government agency and community service agency collaborative members who produce relevant data to inform the planning process.</p>

For Grantees in Implementation and Expansion Stages:

Objectives	Performance Measures	Data Grantee Provides
<p>Objective 1: Reduce recidivism of the mentally ill in the criminal justice system.</p>	<p>Outcomes: Percentage of program participants who recidivate within one year after completion of the program.</p> <p>Percentage of program participants who recidivate while engaged in the program.</p> <p>Percentage of program participants who successfully complete the program.</p>	<p>Number of individuals law enforcement responded to through:</p> <ul style="list-style-type: none"> • Arrest. • Diversion from arrest. • Referral to mental health services. • No legal action—cite and let go. <p>Number of individuals participating in a program supervised by:</p> <ul style="list-style-type: none"> • Courts. • Corrections. • Juvenile. <p>Number of program participants who successfully completed programs supervised by:</p> <ul style="list-style-type: none"> • Courts. • Corrections. • Juvenile.

		<p>Number of program participants who completed a program within the last year who committed a new crime:¹</p> <ul style="list-style-type: none"> • Courts. • Corrections. • Juvenile. <p>Number of current program participants who:</p> <ul style="list-style-type: none"> • Experienced one or more technical violations of supervision. • Were terminated from the program. • Committed a new crime. <p>Number of days in jail experienced by program participants due to:</p> <ul style="list-style-type: none"> • A new crime. • Technical violation of probation or parole. • Sanctions for non-compliance with conditions of program.
		<p>Proportion of program participants who experienced jail days due to:</p> <ul style="list-style-type: none"> • A new crime. • Technical violation of probation or parole. • Sanctions for non-compliance with conditions of program.
<p>Objective 2 Increase the number of criminal justice personnel trained in or using law enforcement-based diversion strategies.</p>	<p>Output: Number of new law enforcement/mental health partnerships established. Number of law enforcement/mental health providers cross-trained.</p>	<p>Number of new law enforcement/mental health partnership programs established.</p> <p>Number of law enforcement and mental health training sessions conducted.</p> <p>Number of personnel trained:</p> <ul style="list-style-type: none"> • Mental health and substance abuse staff. • Criminal justice staff.

¹ A new arrest should only be counted once for each program graduate. If the graduate is arrested for two new offenses, only the first arrest should be counted, regardless of different reporting periods.

<p>Objective 3 Increase the number of court-based diversion programs and alternative jail diversion strategies.</p>	<p>Output: Number of new mental health courts and other court-based diversion programs established.</p> <p>Dispositions of individuals screened and served by new mental health courts and other court-based diversion programs.</p>	<p>Number of new mental health courts established:</p> <ul style="list-style-type: none"> • Pre-adjudication. • Post-adjudication. <p>Number of new non-mental health court court-based diversion programs established:</p> <ul style="list-style-type: none"> • Pre-adjudication. • Post-adjudication. <p>Number of individuals screened/assessed for mental illness for participation in a mental health court or other court-based diversion program.</p> <p>Number of individuals accepted into the mental health court or other court-based diversion program.</p> <p>Number of individuals who are denied enrollment into the mental health court or other court-based diversion program.</p> <p>Number of individuals who declined to participate in the mental health court or other court-based diversion program.</p> <p>Number of individuals participating in a mental health court or other court-based diversion program:</p> <ul style="list-style-type: none"> • Pre-adjudication. • Post-adjudication.
<p>Objective 4 Increase the number of juvenile justice collaborations.</p>	<p>Output: Number of new government partnership compacts formed among mental health, municipal, county, and state government elected officials to address juvenile mentally ill offenders.</p>	<p>Number of new juvenile justice compacts formed.</p>
<p>Objective 5 Increase the number of correctional-based transition programs for mentally ill offenders.</p>	<p>Output: Number of new correctional based transition programs for mentally ill offenders established.</p> <p>Dispositions of individuals screened and served by new correctional-based transition programs for offenders with mental illness.</p>	<p>Number of new correctional-based transition programs for mentally ill offenders established:</p> <ul style="list-style-type: none"> • Pre-release, jail. • Pre-release, prison. • Pre-release, juvenile facility. • Post-release. <p>Number of individuals screened/assessed for mental illness for participation in a correctional-based transition program for mentally ill offenders.</p>

		<p>Number of individuals accepted into the correctional-based transition program for mentally ill offenders.</p> <p>Number of individuals who are denied enrollment into the correctional-based transition program for mentally ill offenders.</p> <p>Number of individuals who declined to participate in the correctional-based transition program for mentally ill offenders.</p> <p>Number of individuals participating in a correctional-based transition program for mentally ill offenders:</p> <ul style="list-style-type: none"> • Pre-release, jail. • Pre-release, prison. • Pre-release, juvenile facility. • Post-release.
<p>Objective 6 Increase the quantity and quality of mental health and other services available to offenders with mental illnesses.</p>	<p>Output: Increase the number and types of services available to mentally ill offenders in the program.</p> <p>Improve the quality of available services to offenders with mental illness.</p>	<p>Number of service referrals to:</p> <ul style="list-style-type: none"> • Mental health. • Substance abuse. • Co-occurring. • Housing. • Employment. • Education. • Other. <p>Number of partners who have agreed to provide services for:</p> <ul style="list-style-type: none"> • Mental health. • Substance abuse. • Co-occurring. • Housing. • Employment. • Education. • Other. <p>Number of individuals who are released to the community with a discharge plan that is:</p> <ul style="list-style-type: none"> • Written. • Presented to the supervising criminal justice agency. • Shared with faith-based and/or community providers. <p>Number of individuals who are discharged:</p> <ul style="list-style-type: none"> • With adequate medication until first appointment with a psychiatrist. • With care coordination/case management. • With referrals to community services.

How To Apply

DOJ is participating in the e-Government initiative, one of 25 initiatives included in the President's Management Agenda. Part of this initiative—Grants.gov—is a “one-stop storefront” that provides a unified process for all customers of federal grants to find funding opportunities and apply for funding.

Grants.gov Instructions: Complete instructions can be found at www.grants.gov. If you experience difficulties at any point during this process, please call the Grants.gov Customer Support Hotline at 1-800-518-4726, Monday-Friday from 7:00 a.m. to 9:00 p.m. e.t.

Funding Opportunities with Multiple Purpose Areas: Some OJP solicitations posted to Grants.gov contain multiple purpose areas, denoted by the individual Competition ID. If you are applying to a solicitation with multiple Competition IDs, you must select the appropriate Competition ID (see pages 3-4) for the intended purpose area of your application. The application will be peer reviewed according to the requirements of the purpose area under which it is submitted.

Note: OJP's Grants Management System (GMS) does not support Microsoft Vista or Microsoft 2007. Therefore, OJP will not review any application whose attachments are in Microsoft Vista or Microsoft 2007 format. GMS downloads applications from Grants.gov and is the system in which OJP reviews applications and manages awarded grants. Applications submitted via GMS must be in the following formats: Microsoft Word (*.doc), WordPerfect (*.wpd), PDF files (*.pdf), or Text Documents (*.txt) and may include Excel files (*.xls). GMS is not yet compatible with Vista and cannot yet process Microsoft Word 2007 documents saved in the new default format with the extensions of “.docx.” Please ensure the documents you are submitting in Grants.gov 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 16.745, titled “Criminal and Juvenile Justice and Mental Health Collaboration Program,” and the funding opportunity number is BJA-2009-2025.

A DUNS number is required: The Office of Management and Budget requires that all businesses and nonprofit applicants for federal funds include a DUNS (Data Universal Numeric System) number in their application for a new award or renewal of an award. 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 receiving federal funds. The identifier is used for tracking purposes 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.dnb.com/us/. Individuals are exempt from this requirement.

Central Contractor Registration (CCR) is required: In addition to the DUNS number requirement, OJP requires that all applicants (other than individuals) for federal financial assistance maintain current registrations in the Central Contractor Registration (CCR) database. The CCR database is the repository for standard information about federal financial assistance applicants, recipients, and subrecipients. Organizations that have previously submitted

applications via Grants.gov are already registered with CCR, as it is a requirement for Grants.gov registration. Please note, however, that applicants must update or renew their CCR at least once per year to maintain an active status. Information about registration procedures can be accessed at www.ccr.gov.

What an Application Must Include

Standard Form 424

Program Abstract and Narrative (Attachment 1)

Program Abstract: Applicants must provide an abstract that clearly identifies the funding category (i.e., Planning, Planning and Implementation, or Expansion); the scope of the proposed work; how the applicant plans to address the problem; and the amount of federal funding requested. The abstract must be double-spaced, using a standard 12-point font (Times New Roman is preferred) with 1-inch margins, and must not exceed 1 page.

Program Narrative: The program narrative must respond to the solicitation and the Selection Criteria (1–3, 5) in the order given. The program narrative must be double-spaced, using a standard 12-point font (Times New Roman is preferred) with 1-inch margins, and must not exceed 20 pages. Please number pages “1 of 20,” “2 of 20,” etc. Submissions that do not adhere to the format will be deemed ineligible.

Budget and Budget Narrative (Attachment 2)

Applicants must provide a budget that is complete, allowable, and cost effective. Applicants must submit a budget worksheet and budget narrative in one file. A fillable budget detail worksheet form is available on OJP’s web site at www.ojp.usdoj.gov/funding/forms/budget_detail.pdf. Include estimated costs for a representative from the criminal justice agency and a representative from the mental health agency to attend a grantee orientation meeting. For Category II and III grants, include estimated costs for a four-member team to attend one national meeting. For Category II grants, include a budget to reflect that the grant covers no more than 60 percent of the total project costs during the third year.

Project Time and Task Plan and Memoranda/Letters (Attachment 3)

Project Time and Task Plan (with an estimated start date of October 1, 2009) with each project goal, related objective, activity, expected completion date, and responsible person or organization, and *Memoranda of Understanding* or *Letters of Support* from any co-applicants and collaborative partners.

Selection Criteria

1. Statement of the Problem (20 percent of 100)

Describe the nature and scope of the problem in the jurisdiction, including any local/state data and a trend analysis. Detail the need for the proposed program or expansion of the program, and the level of government and related agency programs and services already in place in the community; note any components of the program that may already exist. Identify gaps in resources, describe what components will be needed to fully implement or expand the program, and why federal funding is required for the proposed program or expansion of the program.

2. Project Design and Implementation (35 percent of 100)

Planning Applicants (Categories I and II)

Describe proposed planning activities and expected outcomes. Planning activities should include establishing a collaborative structure, with agreements in place; developing a statement of the program's goals and objectives agreed upon by collaborative partners; and developing a data-driven strategy, including operational guidelines and assessment and referral tools, for identifying and enrolling eligible program participants.

Implementation Applicants (Category II)

Provide an analysis of the target population, including the projected number of individuals to be served and operational guidelines for identifying eligible program participants. Describe the proposed approach and the project's purpose, goals, and objectives. Discuss the responsibilities of each collaborating agency and how resources will support the delivery of needed services to system-involved individuals with MI/COD. Describe the plan to screen potential participants and conduct needs-based assessments, and how adequate community-based mental health and treatment services will be made available to participants, including those with COD, at the time of their release. Describe how the collaboration relates to existing state and local justice and mental health plans and programs, outlining how any existing ancillary social services in the community will be coordinated, including services for participants with developmental and learning disabilities. For law enforcement programs, describe the strategies (e.g., training programs, receiving centers, information sharing, or campus security training) to identify and respond to incidents involving individuals with MI, including the projected number of individuals to be screened and enrolled.

Expansion Applicants (Category III)

Describe the program expansion and its specific goals and objectives. Describe how the proposed program expansion will be accomplished and identify the target population and the projected number of individuals to be served as a result of this expansion. Discuss the responsibilities of each collaborating agency and how resources will support the delivery of needed services to system-involved individuals with MI/COD. Describe how the expanded collaborative effort relates to existing state and local justice and mental health plans and programs, outlining how any ancillary social services in the community will be coordinated. Demonstrate how the proposed expansion will improve the current functioning of an existing program.

3. Capabilities/Competencies (20 percent of 100)

Describe the project collaboration structure and how it will ensure successful project planning, implementation, and/or expansion. Identify stakeholders and their respective roles. Describe the anticipated role of consumers, advocates, and family members in the project. Indicate key activities, milestones, and responsible partners. Describe any potential barriers to implementing the project and strategies to overcome them.

4. Budget (10 percent of 100)

Provide a proposed budget that is complete, allowable, cost effective, and tied to the proposed activities (Attachment 2).

5. Impact/Outcomes, Evaluation, Sustainment, and Performance Measure Data Collection Plan (15 percent of 100)

Describe the evaluation process, including assessments of implementation outcomes. Discuss how variables like stakeholder support and service coordination will be defined and

measured. Specify how federal support will be used to supplement, not supplant, funding that would otherwise be available, including third-party resources for services covered under programs such as Medicaid and Medicare. Describe the process for collecting performance measure data and any other state or local outcomes to measure project effectiveness. Describe how evaluation and collaborative partnerships will be leveraged to build long-term support and resources to sustain the project when the federal grant ends.

Review Process

OJP is committed to ensuring a standardized process for awarding grants. The Bureau of Justice Assistance (BJA) reviews the application to make sure that the information presented is reasonable, understandable, measurable, and achievable, as well as consistent with program or legislative requirements as stated in the solicitation.

Peer reviewers will be reviewing the applications submitted under this solicitation as well. BJA may use either internal peer reviewers, external peer reviewers, or a combination of both to review the applications under this solicitation. An external peer reviewer is an expert in the field of the subject matter of a given solicitation who is NOT a current U.S. Department of Justice employee. An internal reviewer is an expert in the field of the subject matter of a given solicitation who is a current U.S. Department of Justice employee. Applications will be screened initially to determine whether the applicant meets all eligibility requirements. Only applications submitted by eligible applicants that meet all other requirements (such as timeliness, proper format, and responsiveness to the scope of the solicitation) will be evaluated, scored, and rated by a peer review panel. Peer reviewers' ratings and any resulting recommendations are advisory only. In addition to peer review ratings, considerations may include, but are not limited to, underserved populations, strategic priorities, past performance, and available funding. After the peer review is finalized, the Office of the Chief Financial Officer (OCFO), in consultation with BJA, conducts a financial review of all potential discretionary awards and cooperative agreements to evaluate the fiscal integrity and financial capability of applicants; examines proposed costs to determine if the budget and budget narrative accurately explain project costs; and determines whether costs are reasonable, necessary, and allowable under applicable federal cost principles and agency regulations. OCFO also reviews the award document and verifies the OJP Vendor Number.

Absent explicit statutory authorization or written delegation of authority to the contrary, all final grant award decisions will be made by the Assistant Attorney General, who may also give consideration to factors including, but not limited to, underserved populations, strategic priorities, past performance, and available funding when making awards.

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 Protection

- 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 and Local Funds
- Criminal Penalty for False Statements
- Compliance with Office of Justice Programs [Financial Guide](#)
- Suspension or Termination of Funding
- Non-Profit Organizations
- For-Profit Organizations
- Government Performance and Results Act (GPRA)
- Rights in Intellectual Property
- Federal Funding Accountability and Transparency Act (FFATA) of 2006