U.S. Department of Justice
Office of Justice Programs
Bureau of Justice Assistance

The U.S. Department of Justice, Office of Justice Programs' (OJP) Bureau of Justice Assistance (BJA) is pleased to announce that it is seeking applications for funding to support justice information sharing through BJA's national policy initiatives. This program will assist BJA by contributing to the development of policies and technology to support key national programs and facilitate direct services to criminal justice practitioners in the areas of training and technical assistance.

Local-to-Local Information Exchange for Rural Law Enforcement Program
FY 2009 Competitive Grant Announcement

Eligibility

Applicants are limited to for-profit (commercial) organizations and non-profit organizations with demonstrated experience in managing local-to-local information sharing projects while striving to achieve a national-scope platform. For-profit organizations must agree to waive any profit or fees for services.

Note: Applications that are not national in scope or do not respond to the requirements will not be peer reviewed or considered for funding under this solicitation.

(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. Eastern Time on June 30, 2009.
(See "Deadline: Applications," page 1)

Contact Information

For assistance with the requirements of this solicitation, contact: David P. Lewis, BJA Senior Policy Advisor for Justice Information Sharing, at 202–616-7829, or david.p.lewis@usdoj.gov.

This application must be submitted through OJP's Grants Management System (GMS). For technical assistance with submitting the application, call the GMS Support Hotline at 1–888–549–9901, option 3. The GMS Support Hotline hours of operation are Monday-Friday from 7:00 a.m. to 9:00 p.m. Eastern Time. For step-by-step GMS guidance, please utilize OJP's online Grants Management System training tool: www.ojp.usdoj.gov/gmscbt.

Release date: June 8, 2009

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Local-to-Local Information Exchange for Rural Law Enforcement Program
CFDA #16.610

Overview of the Local-to-Local Information Exchange for Rural Law Enforcement Program

Pursuant to the Joint Explanatory Statement accompanying the FY 2009 Omnibus Appropriations Act (Pub. L. 111-8), the Bureau of Justice Assistance (BJA) is seeking to fund "existing local-to-local law enforcement data and information sharing programs focused on solving routine crimes, especially in rural areas, by sharing law enforcement information not categorized as criminal intelligence by the owning law enforcement agency." The focus of this program is to enhance the ability of rural law enforcement agencies to share local information, not classified as criminal intelligence, by supporting low-cost technology solutions that build upon national consensus standards. The Local-to-Local Information Exchange for Rural Law Enforcement Program will support and enhance current resources to address emerging challenges to include, but not limited to, crime prevention, intelligence-led policing, and information sharing. This program is authorized by the Omnibus Consolidated Appropriations Act, 2009 (Pub. L. 111-8).

Deadline: Registration

Applications must be submitted through OJP's online [Grants Management System (GMS)](#). Applicants should begin the process immediately to meet the GMS registration deadline, especially if this is the first time they have used the system. Each application requires a separate GMS registration. The registration process for organizations includes: (1) obtaining a Data Universal Numbering System (DUNS) number; (2) registering your organization with the Central Contractor Registration (CCR) database; and (3) registering with GMS prior to applying. See How To Apply (page 5) for further information on DUNS numbers and the CCR.

The deadline to register is 8:00 p.m. Eastern Time on June 30, 2009.

Deadline: Applications

The due date for applying for funding under this announcement is **8:00 p.m. Eastern Time on June 30, 2009.**

Eligibility

Applicants are limited to for-profit (commercial) organizations and non-profit organizations with demonstrated experience in managing local-to-local information sharing projects while striving to achieve programming on a national-scope platform. For-profit organizations must agree to waive any profit or fees for services.

Local-to-Local Information Exchange for Rural Law Enforcement Program—Specific Information

The award is subject to the availability of appropriated funds and any modifications or additional requirements that may be imposed by law.

The Local-to-Local Information Exchange for Rural Law Enforcement Program is designed to improve the capacity of local criminal justice systems and provide national support for local-to-local information sharing projects that strategically address information exchange between rural law enforcement agencies. The FY 2009 program will focus on funding a national effort to:

- Create the capacity for rural law enforcement agencies to share law enforcement data and information, not categorized as criminal intelligence, nationwide with a focus on solving routine crimes. One example would be the National Sheriffs' Association (NSA) jail information model.

- Connect to rural law enforcement agencies' existing information systems without requiring additional investment or upgrade, as well as enable the capability to search information in the rural law enforcement agencies' existing information systems.

- Enhance rural law enforcement agencies' information sharing capabilities at low cost by providing reusable and scalable technology solutions, preferably utilizing non-proprietary solutions.

- Develop, provide, or facilitate the integration of a technology using secure authentication, which will be provided to the agencies sharing information to verify the user either requesting or receiving information. The project funded will provide that secure authentication method, a level higher than simple username/password. The integration will be the ability to share information through a distributed model with the local agencies maintaining local control of the data and identifying what they are willing to share with others

- Develop and implement a program policy addressing privacy and civil liberties protections, and require adoption by all users in order to participate in the program.

- Provide information sharing capacity that can be adapted to include future or existing communities of practice, such as homeland security, first responder, and emergency management personnel.

- Provide integration support and maintenance services to enable the above priority areas.

- Assist rural law enforcement agencies in understanding the value of sharing information and the development of departmental information sharing policies.

Although this program has a local-to-local focus, applications must address the identified priorities at a national-level scope. For the purposes of this solicitation, national scope is defined as describing those projects whose beneficiaries potentially include the identified criminal justice agencies and organizations, and the citizens they serve, without restriction to specific geographic areas. Only those projects that are applicable at the national level will be considered for funding.

Funded programs must demonstrate effective collaboration and coordination between other similarly funded projects and other information sharing initiatives throughout the nation. If the applicant does not currently have partnership structures and practices in place, the application must clearly state how this will be accomplished so value from each program contributes toward the Department of Justice's (DOJ) Global Justice Information Sharing Initiative (Global) and BJA's national justice information sharing (JIS) strategy.

To ensure privacy and civil liberties protections are addressed, the program must have in place, or develop within three months of the award, a written program policy addressing privacy and the protection of information shared through this program. The program must also provide certification of compliance with that policy for each program participant.

For more information on current BJA JIS national policy programs, see www.it.ojp.gov.

Note: Applications that are not national in scope or do not respond to the requirements will not be peer reviewed or considered for funding under this solicitation.

See the Frequently Asked Questions for further information on the solicitation and its requirements.

Amount and Length of Award
BJA expects to make one award for up to $3.5 million. The project period is up to 24 months, and the project start date should be on or after October 1, 2009.

Limitation on Use of Award Funds for Employee Compensation; Waiver: No portion of any award of more than $250,000 made under this solicitation may be used to pay any portion of the total cash compensation (salary plus bonuses) of any employee of the award recipient whose total cash compensation exceeds 110 percent of the maximum annual salary payable to a member of the federal government's Senior Executive Service (SES) at an agency with a Certified SES Performance Appraisal System for that year. (The salary table for SES employees is available at www.opm.gov.) This prohibition may be waived at the discretion of the Assistant Attorney General for the Office of Justice Programs. An applicant who wishes to request a waiver should include a detailed justification in the budget narrative of the application. The justification should include: the particular qualification and expertise of the individual, the uniqueness of the service being provided, the individual's specific knowledge of the program or project undertaken with the grant funds and a statement explaining that the individual's salary is commensurate with the regular and customary rate for an individual with his/her qualifications and expertise, and for the work that is to be done.

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:

Objectives	Performance Measures	Data Grantee Provides
Objective 1: Increase criminal justice organizations' capacity to prevent and solve crimes through facilitation of multi-state exchange of essential law enforcement and homeland security information.	Percent increase in number of connected law enforcement information resources. Percent increase in number of connected law enforcement agencies. Percent increase in agencies with data records access. Percent increase in end users (vetted criminal justice employees) with data records access.	**For the current reporting period:** Number of law enforcement databases that were connected to the federated search tool during the current reporting period. Number of law enforcement agencies that were connected to the federated search tool during the current reporting period. Number of agencies that gain access to national law enforcement databases. Number of end users (vetted criminal justice employees) with access to the federated search tool,
Objective 2: Increase the capacity of rural criminal justice agencies to exchange essential law enforcement and homeland security information consistent with national policies, practices, and technology solutions.	Average cost of system integration per agency. Percent decrease in agencies requesting additional system integration following initial setup. Percent of information exchange standards incorporated into technology systems.	**For the current reporting period:** Average cost of system integration per agency. Number of agencies requesting technical assistance following integration. Number of agencies requiring additional system integration assistance following initial setup in order to maintain operability. Number of information exchange standards (NIEM, XML, etc.) incorporated into integrated systems to enable scalable, adaptable, and flexible information exchange.
Objective 3: Protect the privacy and civil liberties of citizens in the exchange of criminal justice information.	Percent of technological security standards incorporated in securing data access points and information stores.	**For the current reporting period:** Number of methods of user authentication available to implementing agencies. Number of technological security standards used in securing data access points and information stores. Number of written policies addressing privacy and civil liberties protections (0 or 1). Number of users certifying compliance with program policy addressing privacy and civil liberties policies.

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 Support Hotline at 1–888–549–9901 from 7:00 a.m. to 9:00 p.m. Eastern Time Monday to Friday.

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 16.610 titled "Regional Information Sharing Systems.".

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. 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 http://fedgov.dnb.com/webform/displayHomePage.do. 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 (Attachment 1)
Applicants must provide an abstract that clearly identifies the scope of the proposed work; the applicant's goals and objectives for the project; the strategies expected to be used in meeting these objectives; any deliverables proposed; 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 (Attachment 2)
The program narrative must respond to the solicitation and the Selection Criteria (1–3 and 5) in the order given. Emphasis should be placed on meeting the requirements of the solicitation as described in the Program-Specific Information section (pages 2–3). 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 3)
Applicants must provide a budget that is allowable and reasonable (Selection Criteria 4). Applicants must submit a budget detail worksheet and budget narrative. A budget detail worksheet form is available on OJP's web site at www.ojp.usdoj.gov/funding/forms/budget_detail.pdf. When using this form, you must also include a budget narrative, in MS Word or PDF format, as a separate attachment. Both the budget detail worksheet and narrative explanation of costs can be provided in a single document using this acceptable MS Word Budget template, available at www.ojp.usdoj.gov/BJA/funding/Budget_Worksheet_Narrative_Template.doc. Applicants may submit the budget and budget narrative in a different format (i.e., Excel spreadsheet), but it must contain all categories listed within the budget detail worksheet.

Project Time and Task Plan, Memoranda/Letters of Support, Job Descriptions, and Resumes (Attachment 4)
Attach a project time and task plan with each project goal, related objective, activity, expected completion date, and responsible person or organization; Memoranda of Understanding or letters of support, if applicable; job descriptions that outline the roles, responsibilities, and qualifications for all key positions; and resumes for staff identified for these positions, if known.

Selection Criteria

1. **Statement of the Problem (5 percent of 100)**
    Describe the challenges in the justice environment due to a lack of national consensus standards and the services required to address the knowledge gaps that exist; the need to coordinate existing activities and foster collaboration; and the outcomes that can be achieved by appropriately addressing these challenges on a national basis.

2. **Project Design and Implementation (35 percent of 100)**
    Provide a strategy for implementation of the activities identified in the Program-Specific Information section (pages 2–3). Describe the strategy to deliver or update products, provide direct services to the field, and ensure collaboration between subject matter experts and industry partners. Specifically describe strategies to: identify organizations or consultants to

provide service delivery to the wide range and diversity of customers anticipated; coordinate service provision; monitor services; and report outcomes. Explain your strategies to facilitate collaborations among organizations with similar focus; identify gaps in resources; and assist agencies to assess their JIS needs. Identify and address any potential barriers to implementing the project.

3. **Capabilities/Competencies (40 percent of 100)**
Demonstrate, including giving specific examples, your organization's expertise and experience in:
   - Facilitating and delivering JIS resources or standards at the national level, including standards and guidelines development, training and technical assistance delivery, curriculum development, and planning of small and large meetings, workshops, and conferences, specifically agenda development, and faculty identification.
   - Effectively managing many concurrent priority tasks.
   - Working to build and enhance collaborative approaches to address a broad range of criminal justice and public safety issues at the national level.

   Describe the management structure and proposed staffing to implement the project and describe the roles and responsibilities of any co-applicants, if applicable.

   If you are a current JIS national policy program provider, explain how the management structure and personnel implementing this program will be separate from your other BJA-funded activities, and how the national policy program staff will operate independently of any other staff providing services funded under other BJA grants or cooperative agreements.

   Describe your strategy to ensure adequate coordination with BJA on at least a monthly basis to promote effective program strategy and implementation.

4. **Budget (15 percent of 100)**
Provide a proposed budget that is complete, allowable, and cost effective in relation to the proposed activities (as Attachment 3). The budget must support the strategies and approaches outlined in the project design, and include a narrative to describe the expenditures under each cost area and how it will contribute to the overall program goals.

5. **Impact/Outcomes, Evaluation, and Description of the Applicant's Plan for the Collection of the Data Required for Performance Measures (5 percent of 100)**
Describe the system that will be used to collect performance data, and how this information will be analyzed and used to inform program practice.

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