

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



The [U.S. Department of Justice](#) (DOJ), [Office of Justice Programs](#) (OJP), [Bureau of Justice Assistance](#) (BJA) is pleased to announce that it is seeking applications for funding for the development and operation of a Resource Center for the Elimination of Prison Rape. This program furthers the Department's mission by providing assistance in the form of training, technical assistance, and implementation grants to assist state, local, and tribal jurisdictions in achieving compliance with the Prison Rape Elimination Act national standards.

Resource Center for the Elimination of Prison Rape FY 2010 Competitive Grant Announcement

Eligibility

Applicants are limited to national-scope non-profit organizations with a demonstrated history of involvement in correctional/criminal justice programs and policy initiatives. Applications must represent a consortium of organizations with one applicant clearly designated as the primary applicant (for correspondence, award, and fiscal management purposes) and the other(s) indicated as co-applicant(s).

Deadline

Registration with [Grants.gov](#) is required prior to application submission. (See "How to Apply," page 7.)

All applications are due by 8:00 p.m. eastern time on June 10, 2010. (See "Deadlines: Registration and Application," page 1.)

Contact Information

For technical assistance with submitting the application, contact the Grants.gov Customer Support Hotline at 1-800-518-4726 or via e-mail to support@grants.gov.

Note: The [Grants.gov](#) Support Hotline hours of operation are 24 hours, 7 days a week, except federal holidays.

For assistance with any other requirement of this solicitation, contact Thurston Bryant, BJA Policy Advisor, 202-514-8082 or by e-mail at thurston.bryant@usdoj.gov.

BJA encourages stakeholder feedback on its solicitations and award processes. Send feedback on this solicitation to askbj@usdoj.gov.

Grants.Gov number assigned to announcement: **BJA-2010-2715**

Release Date: April 21, 2010

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Resource Center for the Elimination of Prison Rape (CFDA #16.735)

Overview

The Consolidated Appropriations Act, 2010 (Pub. L. 111-117), authorized the Bureau of Justice Assistance (BJA) to provide continued funding for prison rape prevention and prosecution as authorized by the [Prison Rape Elimination Act of 2003](#) (PREA) (P.L. 108-79). The National Prison Rape Elimination Commission (NPREC) has delivered to the Attorney General its proposed national standards for enhancing the detection, prevention, reduction, and punishment of prison rape in adult prisons and jails, lockups, juvenile facilities, and community corrections. After giving due consideration to the NPREC's recommended national standards the Attorney General will publish a final rule adopting national standards for the prevention of and response to prison rape. In anticipation of a final rule, it is important that correctional agencies be made aware of existing resources and provided with training, technical assistance, and program implementation resources. The Resource Center for the Elimination of Prison Rape will be established to provide these services and resources to the corrections field to assist in the implementation of the standards.

Deadlines: Registration and Application

Registration is required prior to submission. OJP strongly encourages registering with Grants.gov several weeks before the deadline for application submission. The deadline for applying for funding under this announcement is 8:00 p.m. eastern time on June 10, 2010. Please see the "How to Apply" section, page 7, for more details.

Eligibility

Please refer to the cover page of this solicitation for eligibility under this program.

Resource Center for the Elimination of Prison Rape—Specific Information

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

Section 7 of PREA established the National Prison Rape Elimination Commission (NPREC) to (1) carry out a comprehensive legal and factual study of the penalogical, physical, mental, medical, social, and economic impacts of prison rape in the United States; and (2) recommend national standards for enhancing the detection, prevention, reduction, and punishment of prison rape. NPREC provided its recommended national standards to the Attorney General on June 23, 2009. The Department of Justice has initiated rulemaking to comply with PREA's mandate that the Attorney General publish a final rule adopting national standards for the detection, prevention, reduction, and punishment of prison rape ("PREA standards").

The Resource Center for the Elimination of Prison Rape will be established to provide additional training, technical assistance, and program implementation resources to the corrections field to assist in the identification and promulgation of “best practices” or “promising practices” which will further the overall goal of PREA of establishing “zero tolerance” confinement cultures with respect to sexual assault and staff sexual misconduct.

There is an expectation that a significant portion, at least 50 percent, of the grant award will be “passed through” to units of state, local, and tribal governments and co-applicants as sub-awards to assist in developing the capacity to comply with the PREA standards and establish a “zero tolerance” culture with respect to sexual assault. To this end, priority consideration will be given to applications reflecting a high degree of collaboration involving a diverse partnership of adult and juvenile correctional practitioners, professional organizations, clinical consultants, victim advocates, policy development specialists, and members of professional organizations representative of the adult and juvenile correctional field.

The successful applicant will be expected to complete, at a minimum, the following tasks:

- Survey, catalog, and consolidate all of the current resources in the field involving PREA-related work in the last five years.
- Create an interactive web site to serve as the central clearinghouse for PREA-related resources with links to other relevant public sector sites such as those operated by the Department of Justice.
- Build on the accumulated work in the field, much of which has been funded by the two BJA grant cycles. Some jurisdictions have made significant progress in developing and implementing policy, procedures, and programs which further the goal of “zero tolerance” for sexual assault. These sites should be assessed and evaluated with the goal of being utilized for hosted visits so that others can see implementation in action.
- Develop a training and certification program for PREA standards auditors and provide a clearinghouse/referral role as a resource to assist jurisdictions in the evaluation of their compliance with the standards.
- Conduct periodic national forums of PREA Coordinators and other significant stakeholders to share ideas, promising practices, barriers encountered and eliminated, and other issues related to the creation of correctional environments which reflect sound correctional practices and establish “zero tolerance” cultures.
- Establish a system for assessing levels of need and provide direct services to adult and juvenile correctional agencies, including law enforcement agencies responsible for lockups, seeking to implement the PREA standards in the form of targeted technical assistance and training.
- Involve/consult with other key public and private entities which have been involved in pioneering PREA work during the last five years. These public and private sector resources should form the foundation of expertise in a cadre of consultants who will provide training and technical assistance to criminal justice agencies seeking to comply with the new PREA standards.

- Support, through the use of sub-awards made with the prior approval of BJA, the expansion and development of evidenced-based and promising practices projects which would have applicability to the field at large.
- Consult with representatives of key stakeholder organizations to include, at a minimum, representatives of the major professional organizations representing adult and juvenile correctional agencies (American Correctional Association, American Jail Association, American Probation and Parole Association, International Community Corrections Association, National Juvenile Detention Association, National Sheriffs' Association, International Association of Chiefs of Police, and Council of Juvenile Correctional Administrators), representatives associated with the former National Prison Rape Elimination Commission, and representatives from groups that advocate for the prevention and elimination of sexual abuse in confinement.
- Coordinate and collaborate closely with the PREA work of the National Institute of Corrections (NIC), including PREA-related training and technical assistance provided to the field.

Amount and Length of Awards

BJA will make one award of up to \$13 million for a 36-month project period. This award amount is in consideration of the need for a highly coordinated and collaborative national effort, with a substantial portion of the funding to be allocated to partner organizations and local recipients to address the detection, prevention, reduction, and punishment of prison rape.

BJA will enter into a cooperative agreement with the applicant. In furtherance of the specific tasks described above, BJA's role will include the following:

- Reviewing and approving major work plans, including changes to such plans, and key decisions pertaining to project operations.
- Reviewing and approving major project-generated documents and materials used in the provision of project services.
- Providing guidance in significant project planning meetings and participating in project sponsored training events or conferences.
- Reviewing and approving any proposed solicitations prior to release or publication.
- Reviewing and approving any proposed sub-awards for implementation projects.

Budget Information

Limitation on Use of Award Funds for Employee Compensation; Waiver: With respect to any award of more than \$250,000 made under this solicitation, federal funds may not be used to pay total cash compensation (salary plus bonuses) to any employee of the award recipient at a rate that 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 2010 salary table for SES employees is available at www.opm.gov/oca/10tables/indexSES.asp.) Note: A recipient may compensate an employee at a higher rate, provided the amount in excess of this compensation limitation is paid

with non-federal funds. (Any such additional compensation will not be considered matching funds where match requirements apply.)

The limitation on compensation rates allowable under an award may be waived on an individual basis at the discretion of the Assistant Attorney General (AAG) for the Office of Justice Programs. An applicant that wishes to request a waiver must include a detailed justification in the budget narrative of its application. Unless the applicant submits a waiver request and justification with the application, the applicant should anticipate that OJP will request that the applicant adjust and resubmit their budget.

The justification should include: the particular qualifications and expertise of the individual, the uniqueness of the service being provided, the individual's specific knowledge of the program or project being undertaken with award 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 measures the results of their work. **Additionally, applicants must discuss in their application their methods for collecting data for performance measures. Please refer to "Selection Criteria" (below), for additional information on applicant responsibilities for collecting and reporting data.** Grantees are required to provide the data requested in the "Data Grantee Provides" column so that OJP can calculate values for the "Performance Measures" column. Performance measures for this solicitation are as follows:

Program Goal	Performance Measures	Data Grantees Provide
Objective 1 Increase the knowledge of criminal justice practitioners through in-person training.	Percentage of individuals who successfully completed the in-person training program. Percentage of individuals who completed the in-person training program who rated the training as satisfactory or better. Percentage of individuals who completed the in-person training program whose post-test indicated an improved score over their pre-test.	For the current reporting period: Number of individuals who: <ul style="list-style-type: none"> • Attended each training. • Completed the training. • Completed an evaluation at the conclusion of the training. • Rated the training as satisfactory or better. • Completed a pre- and post-test. • Had an improved post-test score.
Objective 2 Increase the knowledge of criminal justice practitioners through web-based learning.	Percentage of individuals who successfully completed the web-based learning program. Percentage of individuals who	For the current reporting period: Number of individuals who: <ul style="list-style-type: none"> • Started the training. • Completed the training • Completed an evaluation at the conclusion of the training.

	<p>completed the web-based learning program who rated the training as satisfactory or better.</p> <p>Percentage of individuals who completed the web-based learning program whose post-test indicated an improved score over their pre-test.</p>	<ul style="list-style-type: none"> Rated the training as satisfactory or better. Completed a pre- and post-test. Had an improved post-test score
<p>Objective 3 Increase the knowledge of criminal justice practitioners through distance learning using CD/DVDs.</p>	<p>Percentage of organizations that completed the survey who expressed satisfaction that the CD/DVD met their training needs.</p>	<p>For the current reporting period: Number of organizations receiving CD/DVDs.</p> <p>Number of organizations who responded to the survey.</p> <p>Number who expressed satisfaction that the CD/DVD met their training needs.</p>
<p>Objective 4 Increase the knowledge of criminal justice practitioners by providing training scholarships.</p>	<p>Percentage of surveyed trainees who reported that the training provided information that could be utilized in their job.</p>	<p>For the current reporting period: Number of training scholarships provided.</p> <p>Number of trainees surveyed who responded to the survey.</p> <p>Number who reported that the training provided information that could be utilized in their job.</p>
<p>Objective 5 Increase a criminal justice agency's ability to solve problems and/or modify policies or practices</p>	<p>Percentage of requesting agencies who rated services as satisfactory or better in terms of timeliness and quality following completion of onsite visit.</p> <p>Percentage of requesting agencies that implemented one or more of the report recommendations six months after the onsite visit.</p> <p>Percentage of peer visitors who reported that the visit to the other agency was useful in providing information on policies or practices.</p> <p>Percentage of peer visitors that implemented one or more policies or practices six months after they were observed at the visited site.</p> <p>Percentage of requesting agencies of other onsite services who rated the services provided as satisfactory or better.</p>	<p>For the current reporting period: Number of onsite visits completed.</p> <p>Number of reports submitted to requesting agencies after onsite visits.</p> <p>Number of requesting agencies who completed an evaluation of services.</p> <p>Number of requesting agencies who rated services as satisfactory or better in terms of timeliness and quality following completion of onsite visit.</p> <p>Number of requesting agencies that implemented one or more of the report recommendations six months after onsite visit.</p> <p>Number of peer to peer visits completed.</p> <p>Number of peer visitors who completed an evaluation.</p> <p>Number of peer visitors who</p>

		<p>reported that the visit to the other agency was useful in providing information on policies or practices.</p> <p>Number of peer visitors who implemented one or more policies or practices six months after the peer-to-peer visit.</p> <p>Number of other onsite services provided.</p> <p>Number of reports submitted to requesting agencies following other onsite services.</p> <p>Number of requesting agencies who completed an evaluation of other onsite services.</p> <p>Number of requesting agencies of other onsite services who rated the services provided as satisfactory or better.</p>
<p>Objective 6 Increase information provided to BJA and the criminal justice community</p>	<p>Percentage of requesting agencies who rated services as satisfactory or better in terms of timeliness and quality following completion of onsite visit.</p> <p>Percentage of requesting agencies that implemented one or more of the report recommendations six months after the onsite visit.</p> <p>Percentage of peer visitors who reported that the visit to the other agency was useful in providing information on policies or practices.</p> <p>Percentage of peer visitors that implemented one or more policies or practices six months after they were observed at the visited site.</p> <p>Percentage of requesting agencies of other onsite services who rated the services provided as satisfactory or better.</p>	<p>For the current reporting period: Number of onsite visits completed.</p> <p>Number of reports submitted to requesting agencies after onsite visits.</p> <p>Number of requesting agencies who completed an evaluation of services.</p> <p>Number of requesting agencies who rated services as satisfactory or better in terms of timeliness and quality following completion of onsite visit.</p> <p>Number of requesting agencies that implemented one or more of the report recommendations six months after onsite visit.</p> <p>Number of peer to peer visits completed.</p> <p>Number of peer visitors who completed an evaluation.</p> <p>Number of peer visitors who reported that the visit to the other agency was useful in providing information on policies or practices.</p> <p>Number of peer visitors who implemented one or more policies</p>

		<p>or practices six months after the peer-to-peer visit.</p> <p>Number of other onsite services provided.</p> <p>Number of reports submitted to requesting agencies following other onsite services.</p> <p>Number of requesting agencies who completed an evaluation of other onsite services.</p> <p>Number of requesting agencies of other onsite services who rated the services provided as satisfactory or better.</p>
<p>Objective 7 Increase the knowledge of criminal justice practitioners through the development and/or revision of training curricula</p>	<p>Percentage of curricula that were pilot tested</p> <p>Percentage of curricula that were revised after pilot testing</p>	<p>For the current reporting period: Number of training curricula developed.</p> <p>Number of training curricula pilot tested.</p> <p>Number of training curricula revised after being pilot tested.</p>

How to Apply

Applications will be submitted through Grants.gov. 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. Complete instructions on how to register and submit an application 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**, 24 hours, 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. The Office of Justice Programs highly recommends that applicants start the registration process as early as possible to prevent delays in submitting an application package by the application deadline specified.

All applicants are required to complete the following.

1. **Acquire a DUNS Number.** A DUNS number is required for [Grants.gov](http://www.grants.gov) registration. The Office of Management and Budget requires that all businesses and nonprofit applicants for Federal funds include a DUNS (Data Universal Numbering System) number in their applications for a new award or renewal of an existing award. 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 sub-recipients. The DUNS number will be used throughout the grant life cycle. Obtaining a DUNS number is a free, one-time activity. Obtain a DUNS number by calling 1-866-705-

5711 or by applying online at www.dunandbradstreet.com. Individuals are exempt from this requirement.

2. **Acquire or Renew Registration with the Central Contractor Registration (CCR) Database.** OJP requires that all applicants (other than individuals) for federal financial assistance maintain current registrations in the Central Contractor Registration (CCR) database. An applicant must be registered in the CCR to successfully register in Grants.gov. The CCR database is the repository for standard information about federal financial assistance applicants, recipients, and sub-recipients. 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 registration at least once per year to maintain an active status. Information about CCR registration procedures can be accessed at www.ccr.gov.
3. **Acquire an Authorized Organization Representative (AOR) and a Grants.gov Username and Password.** Complete your AOR profile on Grants.gov and create your username and password. You will need to use your organization's DUNS Number to complete this step. For more information about the registration process, go to www.grants.gov/applicants/get_registered.jsp.
4. **Acquire Authorization for your AOR from the E-Business Point of Contact (E-Biz POC).** The E-Biz POC at your organization must login to Grants.gov to confirm you as an AOR. Please note that there can be more than one AOR for your organization.
5. **Search for the Funding Opportunity on Grants.gov.** Please use the following identifying information when searching for the funding opportunity on Grants.gov. The Catalog of Federal Domestic Assistance (CFDA) number for this solicitation is 16.735, titled "Protecting Inmates and Safeguarding Communities Discretionary Grant Program," and the funding opportunity number is BJA-2010-2715.
6. **Submit an Application Consistent with this Solicitation.** 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 whether the application has been received and validated or rejected, with an explanation. **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 a rejection notification.

Note: Grants.gov will forward the application to OJP's Grants Management System (GMS). 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."

Experiencing Unforeseen Grants.gov Technical Issues

If you experience unforeseen Grants.gov technical issues beyond your control that prevent you from submitting your application by the deadline, you must contact BJA staff within **24 hours after the deadline** and request approval to submit your application. At that time, BJA 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 the program office reviews all of the information submitted, and contacts the Grants.gov Help Desk to validate the technical issues you reported,

OJP will contact you to either approve or deny your request to submit a late application. If the technical issues you reported cannot be validated, your application will be rejected as untimely.

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.

Notifications regarding known technical problems with Grants.gov are posted on the OJP funding web page, www.ojp.usdoj.gov/funding/solicitations.htm.

What an Application Must Include

This section describes what an application is expected to include and sets out a number of elements. Applicants should anticipate that failure to submit an application that contains all of the specified elements may negatively affect the review of the application and, should a decision nevertheless be made to make an award, may result in the inclusion of special conditions that preclude access to or use of award funds pending satisfaction of the conditions.

Moreover, applicants should anticipate that applications that are not responsive to the scope of the solicitation, or do not include a program narrative, budget, and budget narrative, will not proceed to peer review and will not receive further consideration.

OJP strongly recommends use of appropriately descriptive file names (e.g., "Program Abstract," "Program Narrative," "Budget and Budget Narrative," "Timelines," "Memoranda of Understanding," "Resumes") for all attachments. OJP recommends that, if applicable, resumes be included in a single file.

Standard Form 424

Please see www07.grants.gov/assets/SF424Instructions.pdf for instructions on how to complete your SF424.

Program Abstract (Attachment 1)

The abstract can be single-spaced, using a standard 12-point font (Times New Roman is preferred) with not less than 1-inch margins, and must not exceed 1 page. The abstract must include the goals of the project, a description of the strategies to be used, and a numerical listing of key/major deliverables.

Program Narrative (Attachment 2)

The program narrative must respond to the solicitation and the Selection Criteria (1, 2, 3, and 5) in the order given. The program narrative must be double-spaced, using a standard 12-point font (Times New Roman is preferred) with not less than 1-inch margins, and must not exceed 30 pages. Please number pages "1 of 30," "2 of 30," etc.

Applicants should anticipate that if the program narrative fails to comply with these length-related restrictions, such that it provides a significant competitive advantage, the failure to comply may be considered in peer review and in final award decisions.

Budget and Budget Narrative (Attachment 3)

Applicants must provide a budget that is allowable and reasonable in response to 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.

Please see the OJP Financial Guide for questions pertaining to budget including allowable and unallowable costs at www.ojp.gov/financialguide/index.htm.

The proposed budget must keep administrative overhead and operational expenses, including full-time staff, to a minimum, so that at least 50 percent of the funds will be passed through to partner organizations and used to provide direct services in the form of targeted technical assistance and training as well as funding, through sub-awards, of promising practices projects to state, local and Tribal jurisdictions which would have applicability and transferability to the field at large.

Project Timeline, Position Descriptions, and Letters of Commitment or Memoranda of Agreement (Attachment 4)

Attach a *Project Timeline* with each project goal, related objective, activity, expected completion date, responsible person, or organization; *Position Descriptions* for key positions; and *Letters of Commitment or Memoranda of Understanding* from all key partners and/or co-applicants, detailing the commitment to work with the applicant organization/agency to promote the mission of the project. Include letters of commitment from independent consultants/contractors whom the applicant is considering for use as key technical assistance trainers and technical assistance providers.

Selection Criteria

1. Vision Statement (5 percent of 100)

Provide a clear, concise statement of why the applicant believes that the compliance with a set of national PREA standards is a significant initiative that has the potential for creating safer correctional environments for both offenders and staff. The vision must include the lead applicant's perception of their organization's overarching role in implementing the PREA standards. The vision must clearly articulate why the applicant believes that this collaborative/coalition of partner organizations is uniquely positioned to provide the needed assistance to both adult and juvenile correctional administrators and staff and offenders to enhance compliance with the PREA standards and create a zero tolerance culture.

2. Project Design and Implementation (40 percent of 100)

Address in detail how the applicant proposes to undertake and accomplish each of the tasks described on pages 2-3. A detailed implementation plan with key benchmarks must be submitted. Describe how the proposed management structure and staffing of the project will facilitate the delivery of the required services as reflected in the implementation plan. The management and organizational structure described should match the staffing needs

necessary to accomplish the tasks outlined in the implementation plan. Detailed information contained in Attachment 4 (project timeline, job descriptions of key project staff, and appropriate letters of commitment or memoranda of understanding) will contribute significantly to the assigning of points relative to this criterion.

3. Capabilities/Competencies (30 percent of 100)

The applicant must provide a detailed description of the capacity of the organization or collaborative to deliver the required services and perform the key tasks required. The staffing resources, either permanent full-time staff or proposed consultants, must be discussed with respect to their expertise to effectively implement the program. The lead applicant organization must have demonstrated strong financial management capabilities and controls and a demonstrated ability to handle large amounts of federal funding, including pass-through funding. Priority consideration will be given to applications reflecting a high degree of collaboration involving a divergent partnership of adult and juvenile correctional practitioners, clinical consultants, victim advocates, policy development specialists, and members of professional organizations representative of the adult and juvenile correctional field.

4. Budget (20 percent of 100)

Provide a proposed budget and budget narrative that are cost-effective, complete, and allowable (as Attachment 3). The budget must clearly address the portion of the award which will be dedicated to accomplishing the core tasks and site-based implementation sub-grants. It is important that the lead applicant organization have the capacity to deliver or facilitate the delivery of the services associated with the bulleted key tasks on pages 2-3. The project budget must clearly delineate allocations through contract and/or sub-award to key co-applicants who will be providing specific services. There is an expectation that a significant portion, at least 50 percent, of the award will be “passed through” to units of state, local, and tribal governments and co-applicants as sub-awards to assist in the developing the capacity to comply with the PREA standards and establish a “zero tolerance” culture with respect to sexual assault.

5. Impact/Outcomes and Evaluation/Plan for Collecting Data for Performance Measures (5 percent of 100)

Describe a process for assessing the initiative’s effectiveness (see Performance Measures). Describe how performance metrics will be documented, monitored, and evaluated.

Review Process

OJP is committed to ensuring a fair and open process for awarding grants. The Bureau of Justice Assistance reviews the application to make sure that the information presented is reasonable, understandable, measurable, and achievable, as well as consistent with the solicitation.

Peer reviewers will be reviewing the applications submitted under this solicitation that meet basic minimum requirements. The Bureau of Justice Assistance may use either internal peer reviewers, external peer reviewers or a combination 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 a current U.S. Department of Justice employee who is well-versed or has expertise in the subject matter of this solicitation. Eligible applications 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 for award recommendations and decisions may include, but are not limited to, underserved populations, strategic priorities, past performance, and available funding.

The Office of the Chief Financial Officer (OCFO), in consultation with Bureau of Justice Assistance, conducts a financial review of applications for 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.

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 (AAG), who may also give consideration to factors including, but not limited to, underserved populations, geographic diversity, strategic priorities, past performance, and available funding when making awards.

Additional Requirements

Applicants selected for awards must agree to comply with additional legal requirements upon acceptance of an award. We strongly encourage you to review the information 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](#)
- Faith-Based and Other Community Organizations
- Confidentiality and Human Subjects Protection (if applicable)
- Anti-Lobbying Act
- Financial and Government Audit Requirements
- National Environmental Policy Act (NEPA) (if applicable)
- DOJ Information Technology Standards (if applicable)
- Single Point of Contact Review
- Nonsupplanting of State or Local Funds
- Criminal Penalty for False Statements
- Compliance with [Office of Justice Programs Financial Guide](#)
- Suspension or Termination of Funding
- Nonprofit Organizations

- For-Profit Organizations
- Government Performance and Results Act (GPRA)
- Rights in Intellectual Property
- Federal Funding Accountability and Transparency Act (FFATA) of 2006
- Awards in excess of \$5,000,000 – federal taxes certification requirement

Application Checklist
FY 2010 Resource Center for the Elimination of Prison Rape

The application checklist has been created to aid you in developing your application.

Eligibility Requirements:

- Non-profit organization
- The federal request is within allowable limits and not to exceed \$13 million

The Application Components:

- Program Narrative:
 - Vision Statement
 - Project Design and Implementation
 - Capabilities/Competencies
 - Impact/Outcomes and Evaluation/Plan for Collecting Data for Performance Measures
- Budget Narrative and Budget Detail Worksheet
- Project Timeline
- Position Descriptions
- Letters of Commitment or Memoranda of Agreement

Abstract Format:

- 12-point standard font
- Not less than 1" margins
- One page or less

Program Narrative Format:

- Double-spaced
- 12-point standard font
- Not less than 1" margins
- Narrative is 30 pages or less

Other:

- Standard 424 form
- DUNS number
- Central Contractor Registration (CCR)