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



BJA FY 2021 Invited to Apply – State and Local Law Enforcement Support to U.S. Military Installations

Assistance Listing Number # 16.738

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Grants.gov Deadline: October 15, 2021 11:59 PM
Application JustGrants Deadline: October 20, 2021 11:59 PM

Overview

The <u>U.S. Department of Justice</u> (DOJ), <u>Office of Justice Programs</u> (OJP), <u>Bureau of Justice Assistance</u> (BJA) is seeking applications for funding to support law enforcement efforts to combat crime and maintain public safety through State and local law enforcement agencies called upon to assist on three designated U.S. military installations temporarily housing Afghan refugees as a part of Operation Allies Welcome.

This solicitation incorporates the OJP Grant Application Resource Guide by reference. The OJP Grant Application Resource Guide provides guidance to applicants on how to prepare and submit applications for funding to OJP. If this solicitation expressly modifies any provision in the OJP Grant Application Resource Guide, the applicant is to follow the guidelines in this solicitation as to that provision.

Solicitation Categories

This solicitation does not include Solicitation Categories.

Eligible Applicants:

Other

Other

- Indiana Criminal Justice Institute
- New Mexico Department of Public Safety
- Virginia Department of Criminal Justice Services

All recipients and subrecipients (including any for-profit organization) must forgo any profit or management fee.

BJA will consider applications under which two or more entities would carry out the federal award; however, only one entity may be the applicant. Any others must be proposed as subrecipients (subgrantees). For additional information on subawards, see the OJP Grant Application Resource Guide.

Contact Information

For technical assistance with submitting the **SF-424 and SF- LLL** in Grants.gov, contact the Grants.gov Customer Support Hotline at 800–518–4726, 606–545–5035, <u>Grants.gov customer support webpage</u>, or email at support@grants.gov. The Grants.gov Support Hotline operates 24 hours a day, 7 days a week, except on federal holidays

Page 1 of 11 O-BJA-2021-171009 For technical assistance with submitting the full application in DOJ's Justice Grants System (JustGrants), contact the JustGrants Service Desk at JustGrants.Support@usdoj.gov or 833–872–5175. The JustGrants Service Desk operates 5 a.m. to 9 p.m. eastern time, Monday–Friday, and 9 a.m. to 5 p.m. Saturday, Sunday, and federal holidays.

An applicant that experiences unforeseen Grants.gov or JustGrants technical issues beyond its control that prevent it from submitting its application by the deadline must email the BJA contact identified below **within 24 hours after the application deadline** to request approval to submit its application after the deadline.

For assistance with any other requirements of this solicitation, contact Elizabeth Wolfe, Senior Advisor, by telephone at 202–598–9490 or by email at Elizabeth.Wolfe@ojp.usdoj.gov.

Submission Information

In FY 2021, applications will be submitted to DOJ in a **NEW** two-step process.

<u>Step 1:</u> Applicants will submit an **SF-424 and an SF-LLL** in Grants.gov at https://www.grants.gov/web/grants/register.html. To register in Grants.gov, applicants will need to obtain a Data Universal Numbering System (DUNS) and System for Award Management (SAM) registration or renewal.

<u>Step 2:</u> Applicants will submit the **full application**, including attachments, in JustGrants at <u>JustGrants.usdoj.gov</u>. To be considered timely, the full application must be submitted in JustGrants by the JustGrants application deadline.

OJP encourages applicants to review the "How to Apply" section in the OJP Grant Application Resource Guide.

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Program Description

Overview

This funding supports law enforcement efforts to combat crime and maintain public safety through State and local law enforcement agencies called upon to assist on three designated U.S. military installations temporarily housing Afghan refugees as a part of Operation Allies Welcome.

Statutory Authority: This program is authorized by Title I of Pub. L. No. 90-351, including subpart 1 of part E; see also 28 U.S.C. 530C(a).

Specific Information

Funds will be awarded, subject to compliance with the requirements in this solicitation, to the Indiana Criminal Justice Institute, New Mexico Department of Public Safety, and Virginia Department of Criminal Justice Services. The recipients will use funding to reimburse State and/or local law enforcement agencies that provide onsite support to three designated U.S. military installations that are temporarily housing Afghan refugees as a part of Operation Allies Welcome (Fort Pickett, Virginia; Holloman Air Force Base, New Mexico; and Camp Atterbury, Indiana). An agency's allowable costs may include any combination of the following: deployed law enforcement officers' salary and benefits, deployed officers' overtime costs and/or backfill costs associated with deployed officers. Actual award amounts and allowable costs may depend on the specific needs of each individual participating agency, but in any event, BJA will not reimburse in an amount that exceeds the participating agency's standard overtime costs of two full-time equivalent law enforcement officer positions deployed on-site twenty-four hours per day/seven days per week during the time that this funding remains available. To qualify, the participating agency must maintain an on-base presence on the relevant U.S. military installations equal to or more than 80 hours per week, and must coordinate with U.S. Department of Defense and any other federal law enforcement authorities that are providing law enforcement services on base regarding this on-base presence.

Goals, Objectives, Deliverables, and Timeline Goals

The goal of this program is to mitigate the unexpected costs incurred by State and/or local law enforcement agencies in providing criminal justice support to three designated U.S. military installations that are temporarily housing Afghan refugees as a part of Operation Allies Welcome. The application should include a description of the goal and activities related to the stated purpose of this funding, including coordination efforts with federal and other law enforcement. It is expected that participating agencies will deploy strategies appropriate to policing vulnerable populations. Resources that may be helpful to consider in this regard include:

- · The Vicarious Trauma Toolkit
- · Law Enforcement Best Practices: Lessons Learned from the Field
- · Policing in New Immigrant Communities
- Engaging Police in Immigrant Communities
- Enhancing Community Policing with Immigrant Populations

Objectives

The objective is to ensure that funds will be used to reimburse State and/or local law enforcement agencies for costs incurred in the provision of onsite support to three designated U.S. military installations that are temporarily housing Afghan refugees as a part of Operation Allies Welcome.

Deliverables

Once an award is accepted, the award recipient must submit quarterly financial status (SF-425) and semi-annual performance reports in JustGrants.

The Goals, Objectives, and Deliverables are directly related to the performance measures that demonstrate the results of the work completed, as discussed under Content of Application Submission.

Evidence-Based Programs or Practices

OJP strongly emphasizes the use of data and evidence in policymaking and program development in criminal justice, juvenile justice, and crime victim services. For additional information and resources on evidence-based programs or practices, see the OJP Grant Application Resource Guide.

Information Regarding Potential Evaluation of Programs and Activities

OJP may conduct or support an evaluation of the programs and activities funded under this solicitation. For additional information, see the OJP Grant Application Resource Guide section entitled "Information Regarding Potential Evaluation

Federal Award Information

General Guidance for Federal Award

Total number of awards BJA expects to make: 3 Maximum dollar amount for each award: \$533,333 Total amount to be awarded under solicitation: \$1,600,000 Period of performance start date: August 29, 2021 Period of performance duration: 12 Months

Awards, Amounts and Durations

Anticipated Total Amount to be Awarded Under Solicitation

\$1,600,000.00

Types of Awards

BJA expects to make awards under this solicitation as grants. See the "Administrative, National Policy, and Other Legal Requirements" section of the OJP Grant Application Resource Guide for a brief discussion of important statutes, regulations, and award conditions that apply to many (or in some cases, all) OJP grants (and cooperative agreements).

Financial Management and System of Internal Controls

Award recipients and subrecipients (including recipients or subrecipients that are pass-through entities) must, as described in the Part 200 Uniform Requirements as set out at 2 C.F.R. 200.303, comply with standards for financial and program management. The "Part 200 Uniform Requirements" means the DOJ regulation at 2 C.F.R. Part 2800, which adopts (with certain modifications) the provisions of 2 C.F.R. Part 200. See OJP Grant Application Resource Guide for additional information.

Cost Sharing or Matching Requirement

This invited application guidance does not require a match.

Pre-agreement Costs (also known as Pre-award Costs)

See the OJP Grant Application Resource Guide for information on Pre-agreement Costs (also known as Pre-award Cost

Prior Approval, Planning, and Reporting of Conference/Meeting/Training Costs

See the OJP Grant Application Resource Guide for information on Prior Approval, Planning and Reporting of Conference/Meeting/Training Costs.

Costs Associated with Language Assistance (if applicable)

See the OJP Grant Application Resource Guide for information on Limitation on Use of Costs Associated with Language Assistance.

Eligibility Information

For eligibility information, see the title page.

For information on cost sharing or matching requirements, see Federal Award Information.

Application and Submission Information

See the Application Elements and Formatting Instructions section of the <u>OJP Grant Application Resource Guide</u> for information on what happens to an application that does not contain all the specified elements or that is nonresponsive to the scope of the solicitation.

Information to Complete the Application for Federal Assistance (SF-424)

See the Application Elements and Formatting Instructions section of the <u>OJP Grant Application Resource Guide</u> for information on what happens to an application that does not contain all the specified elements or that is nonresponsive to the scope of the solicitation.

Information to Complete the Application for Federal Assistance (SF-424) in Grants.gov

The SF-424 will be submitted in Grants.gov. The SF-424 is a required standard form used as a cover sheet for submission of pre-applications, applications, and related information. See the OJP Grant Application Resource Guide for additional information on completing the SF-424.

In Section F of the SF-424, please include the name and contact information of the individual who will complete the application materials in JustGrants. JustGrants will use this information (email address) to assign the application to this user in JustGrants.

Intergovernmental Review: This solicitation ("funding opportunity") is subject to Executive Order 12372. An applicant may find the names and addresses of state Single Points of Contact (SPOCs) at the following website: https://www.whitehouse.gov/wp[1]content/uploads/2020/04/SPOC-4-13-20.pdf. If the applicant's state appears on the SPOC list, the applicant must contact the state SPOC to find out about, and comply with, the state's process under E.O. 12372. In completing the SF-424, an applicant whose state appears on the SPOC list is to make the appropriate selection in response to question 19, once the applicant has complied with its state E.O. 12372 process. (An applicant whose state does not appear on the SPOC list should answer question 19 by selecting the response that the: "Program is subject to E.O. 12372 but has not been selected by the State for review.")

Standard Applicant Information (JustGrants 424 and General Agency Information)

The Standard Applicant Information section of the JustGrants application is pre-populated with the SF-424 data submitted in Grants.gov. Applicants will need to review the Standard Applicant Information in JustGrants and make edits as needed. Within this section, applicants will need to add: zip codes for areas affected by the project; confirm their Authorized Representative; and verify the organizations legal name and address.

Proposal Abstract

A proposal abstract (no more than 400 words) summarizing the proposed project including primary activities, products and deliverables, the service area, and who will benefit from the proposed project, will be completed in the JustGrants Webbased form.

Proposal Narrative

The proposal narrative should be submitted as an attachment in JustGrants. The following sections must be included as part of the proposal narrative:

The following sections must be included as part of the proposal narrative:

- a. Description of the Issue Describe the nature and scope of the problem to be addressed by this project.
- b. Project Design and Implementation Describe the proposed project and how it will be accomplished.
- c. Capabilities and Competencies Describe the roles and responsibilities of project staff and explain the project's organizational structure and operations. Describe how the project will be managed and staffed. Management and staffing should be clearly connected to the project design. Describe the experience and capability of the applicant's organization and any contractors who will be used to effectively implement and manage the project. Any prior experience implementing projects of similar design or magnitude should be highlighted in this section.
- d. Plan for Collecting the Data Required for this Solicitation's Performance Measures Describe the process for measuring project performance. Identify who will collect the data, who is responsible for performance measurements, and how the information will be used to guide and evaluate the impact of the project. Describe the process to accurately report data.

Note: applicants are **not** required to submit performance data with the application. Rather, performance measures information is included as an alert that successful applicants will be required to submit performance data as part of the reporting requirements under an award.

OJP will require each successful applicant to submit regular performance data that demonstrate the results of the work carried out under the award. The performance data directly relate to the goals, objectives, and deliverables identified under "Goals, Objectives, and Deliverables."

Applicants can also visit OJP's performance measurement page at www.ojp.gov/performance for an overview of performance measurement activities at OJP.

Award recipients will be required to submit performance measure data and performance reports in JustGrants. Further guidance on the post-award submission process will be provided, if selected for award.

Note on Project Evaluations

An applicant that proposes to use award funds through this solicitation to conduct project evaluations must follow the quidance under "Note on Project Evaluations" in the OJP Grant Application Resource Guide.

Goals, Objectives, Deliverables, and Timeline

Applicants will submit the objectives, deliverables, and timelines in the JustGrants web-based form. See the OJP Grant Application Resource Guide for additional information.

Budget and Associated Documentation Indirect Cost Rate Agreement (if applicable)

Applicants will submit their indirect cost rate agreement by uploading the agreement as an attachment in JustGrants. See the OJP Grant Application Resource Guide for additional information.

Financial Management Questionnaire (including applicant disclosure of high-risk status)

Applicants will download the questionnaire in JustGrants and submit by uploading the completed questionnaire as an attachment in JustGrants. See the OJP Grant Application Resource Guide for additional information.

Disclosures and Assurances

Applications will complete the following disclosures and assurances.

Disclosure of Lobbying Activities

Applicants will complete and submit the SF-LLL in Grants.gov. See the OJP Grant Application Resource Guide for additional information.

DOJ Certified Standard Assurances

See DOJ Certified Standard Assurance on the OJP Grant Application Resource Guide.

Applicant Disclosure of Duplication in Cost Items

Applicants will complete the JustGrants web-based Applicant Disclosure of Duplication in Cost Items form. See the OJP Grant Application Resource Guide for additional information.

DOJ Certifications Regarding Lobbying; Debarment, Suspension and Other Responsibility Matters; and Drug-Free Workplace Requirements

Applicants will review and accept the DOJ Certified Certifications Regarding Lobbying; Debarment, Suspension and Other Responsibility Matters; Drug-Free Workplace Requirements; and Law Enforcement and Community Policing. See OJP Grant Application Resource Guide.

Applicant Disclosure and Justification – DOJ High Risk Grantees (if applicable)

If applicable, applicants will submit as an attachment in JustGrants. See the OJP Grant Application Resource Guide for additional information. A DOJ High Risk Grantee is a recipient that has received a DOJ High Risk designation based on a documented history of unsatisfactory performance, financial instability, management system or other internal control deficiencies, or noncompliance with award terms and conditions on prior awards, or that is otherwise not responsible.

How to Apply

Applicants will submit an SF-424 and an SF-LLL in Grants.gov at https://www.grants.gov/web/grants/register.html.

Applicants will submit the full application including attachments in JustGrants at JustGrants.usdoj.gov.

For additional information, see the "How to Apply" section in the OJP Grant Application Resource Guide.

Submission Dates and Time

The SF-424 and the SF-LLL will be submitted in Grants.gov by 10/15/2021 at 11:59 PM ET. OJP urges applicants to submit applications at least 72 hours prior to the application due date to allow time for the applicant to receive validation messages or rejection notifications from Grants.gov and to correct in a timely fashion any problems that may have caused a rejection notification.

The full application will be submitted in JustGrants by 10/20/2021 at 11:59 PM ET. To be considered timely, the full application must be submitted in JustGrants by the JustGrants application deadline.

Application Review Information

Review Process

OJP reviews each application to make sure that the information presented is reasonable, understandable, measurable, and achievable, as well as consistent with the solicitation. For invited applications, OJP reviews for consistency with the invitation letter and invited applicant guidance. See the OJP Grant Application Resource Guide for information on the application review process.

In addition, if OJP anticipates that an award will exceed \$250,000 in federal funds, OJP also must review and consider any information about the applicant that appears in the non-public segment of the integrity and performance system accessible through SAM (currently, the Federal Awardee Performance and Integrity Information System, FAPIIS).

Important note on FAPIIS: An applicant, at its option, may review and comment on any information about itself that currently appears in FAPIIS and was entered by a federal awarding agency. OJP will consider any such comments by the applicant, in addition to the other information in FAPIIS, in its assessment of the risk posed by the applicant.

Absent explicit statutory authorization or written delegation of authority to the contrary, the Assistant Attorney General will make all final award decisions.

Federal Award Administration Information

Federal Award Notices

See the OJP Grant Application Resource Guide for information on award notifications and instructions.

Administrative, National Policy, and Other Legal Requirements

If selected for funding, in addition to implementing the funded project consistent with the OJP-approved application, the recipient must comply with all award conditions, and all applicable requirements of federal statutes and regulations (including applicable requirements referred to in the assurances and certifications executed in connection with award acceptance).

For additional information on these legal requirements, see the "Administrative, National Policy, and Other Legal Requirements" section in the OJP Grant Application Resource Guide.

Information Technology (IT) Security Clauses

An application in response to this solicitation may require inclusion of information related to information technology security. See the OJP Grant Application Resource Guide for information on information technology security.

General Information about Post-Federal Award Reporting Requirements

In addition to the deliverables described in Program Description, any recipient of an award under this solicitation will be required to submit certain reports and data.

Required reports. Recipients typically must submit monthly expenditure reports, quarterly financial reports, semi-annual performance reports, final financial and performance reports, and, if applicable, an annual audit report in accordance with the Part 200 Uniform Requirements or specific award conditions. Future awards and fund drawdowns may be withheld if reports are delinquent. (In appropriate cases, OJP may require additional reports.)

See the OJP Grant Application Resource Guide for additional information on specific post-award reporting requirements, including performance measures data.

Federal Awarding Agency Contact(s)

For OJP contact(s), see solicitation cover page.

For contact information for Grants.gov and JustGrants, see solicitation cover page.

Other Information

Freedom of Information and Privacy Act (5 U.S.C. 552 and 5 U.S.C. 552a)

See the OJP Grant Application Resource Guide for information on Freedom of Information and Privacy Act (5 U.S.C. 552 and 5 U.S.C. 552a).

Provide Feedback to OJP

See the OJP Grant Application Resource Guide for information on how to provide feedback to OJP.

Application Checklist

BJA FY 2021 Invited to Apply - State and Local Law Enforcement Support to U.S. Military Installations

This application checklist has been created as an aid in developing an application.

What an Applicant Must Do:

Prior to Registering in Grants.gov:

- Acquire a DUNS Number (see OJP Grant Application Resource Guide)
- Acquire or renew registration with SAM (see OJP Grant Application Resource Guide)

To Register with Grants.gov:

- Acquire AOR and Grants.gov username/password (see OJP Grant Application Resource Guide)
 Acquire AOR confirmation from the E-Biz POC (see OJP Grant Application Resource Guide)

To Find Funding Opportunity:

- Search for the Funding Opportunity on Grants.gov
 Select the correct Competition ID O-BJA-2021-171009
- Access Funding Opportunity and Application Package (see OJP Grant Application Resource Guide)
 Sign up for Grants.gov email notifications (optional) (see OJP Grant Application Resource Guide)
- Read Important Notice: Applying for Grants in Grants.gov
- Read OJP policy and guidance on conference approval, planning, and reporting available at ojp.gov/financialguide/DOJ/PostawardRequirements/chapter3.10a.htm (see OJP Grant Application Resource Guide)

Overview of Post-Award Legal Requirements:

• Review the "Overview of Legal Requirements Generally Applicable to OJP Grants and Cooperative Agreements -FY 2021 Awards" in the OJP Funding Resource Center.

Scope Requirement:

• The federal amount requested is within the allowable limit(s) of \$533,333.

Eligibility Requirement:

- · Indiana Criminal Justice Institute
- · New Mexico Department of Public Safety
- · Virginia Department of Criminal Justice Services

Submit SF-424 and SF-LLL in Grants.gov

After SF-424 and SF-LLL submission in Grants.gov, Receive Grants.gov Email Notifications That:

- Submission has been received in Grants.gov
- Submission has either been successfully validated or rejected with errors (see OJP Grant Application Resource Guide)

If No Grants.gov Receipt and Validation, or Error Notifications are Received:

• Contact Grants.gov Customer Support Hotline at 800-518-4726, 606-545-5035, at Grants.gov customer support webpage, or email at support@grants.gov regarding technical difficulties (see OJP Grant Application Resource

Content of Application Submission

- · Information to Complete the Application for Federal Assistance (SF-424) in Grants.gov
- · Intergovernmental Review
- Standard Applicant Information (SF-424 info from Grants.gov)
- · Proposal Abstract
- · Proposal Narrative
- Budget and Associated Documentation
- Budget Worksheet and Budget Narrative Indirect Cost Rate Agreement (if applicable) (see OJP Grant Application Resource Guide
- Financial Management and System of Internal Controls Questionnaire (see OJP Grant Application Resource Guide)

- Disclosures and Assurances
 Disclosure of Lobbying Activities (SF-LLL) (see OJP Grant Application Resource Guide)
 Applicant Disclosure of Duplication in Cost Items (see OJP Grant Application Resource Guide)
- DOJ Certified Standard Assurance (see OJP Grant Application Resource Guide)
 DOJ Certifications Regarding Lobbying; Debarment, Suspension and Other Responsibility Matters; and Drug-Free Workplace Requirements (see OJP Grant Application Resource Guide)
 Applicant Disclosure and Justification DOJ High Risk Grantees (if applicable) (see OJP Grant
- Application Resource Guide)

Submit Application in JustGrants:

· Application has been successfully submitted in JustGrants

If No JustGrants Application Submission, Validation, or Error Notifications are Received:

Contact <u>JustGrants.Support@usdoj.gov</u> or 833–872–5175 regarding technical difficulties