

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



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## BJA FY 21 Residential Substance Abuse Treatment (RSAT) For State Prisoners Program

### Formula Grant Solicitation

Assistance Listing Number #	16.593
Grants.gov Opportunity Number:	O-BJA-2021-44002
Solicitation Release Date:	December 17, 2020 5:00 PM
Version:	4
Grants.gov Deadline:	February 16, 2021 11:59 PM
Application JustGrants Deadline:	March 02, 2021 11:59 PM

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### Overview

The [U.S. Department of Justice](#) (DOJ), [Office of Justice Programs](#) (OJP), [Bureau of Justice Assistance](#) is seeking applications for funding under the Residential Substance Abuse Treatment (RSAT) for State Prisoners Program. This program furthers the Department's mission by assisting state, local, and tribal efforts to break the cycle of drug addiction and violence by reducing the demand for, use, and trafficking of illegal drugs.

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.**

This solicitation expressly modifies the OJP Grant Application Resource Guide by not incorporating the "Limitation on Use of Award Funds for Employee Compensation; Waiver" provisions in the "Financial Information" section of the OJP Grant Application Resource Guide.

### Eligible Applicants:

State governments, Other

**Other**

For purposes of this solicitation, “states” are defined as all U.S. states, the District of Columbia, the Commonwealth of Puerto Rico, the U.S. Virgin Islands, American Samoa, Guam, and the Northern Mariana Islands. By statute (34 U.S.C. § 10421), BJA must award RSAT grants to the state office (see [www.ojp.usdoj.gov/saa/index.htm](http://www.ojp.usdoj.gov/saa/index.htm) for the State Administering Agencies list) designated to administer the Byrne Justice Assistance Grant Program. The state office may award subgrants to state agencies and units of local government, including federally recognized Indian tribal governments that perform law enforcement functions (as determined by the Secretary of the Interior).

To advance Executive Order 13929 Safe Policing for Safe Communities, the Attorney General determined that all state, local, and university or college law enforcement agencies must be certified by an approved independent credentialing body or have started the certification process to be eligible for FY 2021 DOJ discretionary grant funding. To become certified, the law enforcement agency must meet two mandatory conditions: (1) the agency’s use of force policies adhere to all applicable federal, state, and local laws; and (2) the agency’s use of force policies prohibit chokeholds except in situations where use of deadly force is allowed by law. The certification requirement also applies to law enforcement agencies receiving DOJ discretionary grant funding through a subaward. For detailed information on this new certification requirement, please visit <https://cops.usdoj.gov/SafePolicingEO> to access the Standards for Certification on Safe Policing for Safe Communities, Implementation Fact Sheet, and List of Designated Independent Credentialing Bodies.

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

In order to be eligible to receive an award under this solicitation, the application must demonstrate that a minimum of 25 percent of the total costs of each project under an award will be funded with non-federal funds. The federal share of an RSAT award may not exceed 75 percent of the total costs of the projects described in the application. 34 U.S.C. 10424.

**Contact Information**

## Agency Contact Description

**Name**

LaShawn Benton

**Title**

State Policy Advisor

**Phone**

202-514-5057

## Email

LaShawn.Benton@usdoj.gov

## 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, at [Grants.gov customer support webpage](https://www.grants.gov/customer-support/webpage), or email at [support@grants.gov](mailto:support@grants.gov). The Grants.gov Support Hotline operates 24 hours a day, 7 days a week, except on federal holidays.

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](mailto:JustGrants.Support@usdoj.gov), 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 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 LaShawn Benton, State Policy Advisor by telephone at 202-514-5057 or by email at: [LaShawn.Benton@usdoj.gov](mailto:LaShawn.Benton@usdoj.gov).

## Submission Information

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

**Step 1:** 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 Numeric System (DUNS) and System of Award Management (SAM) registration or renewal.

**Step 2:** Applicants will submit the **full application** including attachments in JustGrants at [JustGrants.usdoj.gov](https://www.justgrants.usdoj.gov)

To be considered timely, an application must be submitted by the application deadline using Grants.gov, and the applicant must have received a validation message from Grants.gov that indicates successful and timely submission. 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.

OJP encourages applicants to review, the "How to Apply" section in the [OJP Grant Application Resource Guide](#).

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## **Program Description**

### **Overview**

Pursuant to 34 U.S.C. § 10421 et. Seq, the BJA RSAT for State Prisoners Program seeks to break the cycle of drug addiction and violence by reducing the demand for, use, and trafficking of illegal drugs.

### **Statutory Authority**

34 U.S.C. § 10421 et. Seq

Any awards under this solicitation will be made under the statutory authority provided by a full-year Department of Justice appropriations act for FY 2021

### **Specific Information**

The RSAT for State Prisoners Program assists states with developing and implementing residential substance abuse treatment programs within state correctional facilities, as well as within local correctional and detention facilities, in which inmates are incarcerated for a period of time sufficient to permit substance abuse treatment. The program encourages the establishment and maintenance of drug-free prisons and jails and developing and implementing specialized residential substance abuse treatment programs that identify and provide appropriate treatment to inmates with co-occurring mental health and substance abuse disorders or challenges.

## **Goals, Objectives, Deliverables, and Timeline**

### **Goals**

Assist state, local, and tribal efforts to break the cycle of drug addiction and violence by reducing the demand for, use, and trafficking of illegal drugs.

### **Objectives**

- Enhance the capabilities of states and units of local and tribal governments to provide residential substance abuse treatment for incarcerated inmates.
- Prepare individuals for reintegration into communities.
- Assist individuals and communities through the reentry process by delivering community-based treatment and other broad-based aftercare services.

### **Deliverables**

RSAT Program funds may be used to implement three types of programs: residential, jail-based, and aftercare.

To be eligible for funding, states must coordinate the design and implementation of the treatment programs between state correctional representatives and the state alcohol and drug abuse agency (and, if appropriate, between representatives of local correctional agencies and representatives of either the state alcohol and drug abuse agency or an appropriate local alcohol and drug abuse agency). The RSAT Program requirements to support and implement a residential program, which engages inmates for a period of between 6 and 12 months, and a jail-based program, which engages inmates for at least 3 months, are to:

- Require urinalysis and/or other proven reliable forms of drug and alcohol testing for program participants, including both periodic and random testing, and for former participants while they remain in the custody of the state or local government.
- Provide residential treatment facilities set apart—in a separate facility or dedicated housing unit in a facility exclusively for use by RSAT participants—from the general correctional population.
- Ensure that individuals who participate in the BJA-funded substance abuse treatment program will be provided with aftercare services when they leave incarceration.
- Aftercare services must involve coordination of the correctional facility treatment program with other human service and rehabilitation programs such as educational and job training programs, parole supervision programs, half-way house programs, and participation in self-help and peer group programs that may aid in the rehabilitation of individuals in the substance abuse treatment program.
- Coordinate with the federal assistance for substance abuse treatment and aftercare services currently provided by the Department of Health and Human Services' Substance Abuse and Mental Health Services Administration (SAMHSA). RSAT funding may be used for medication-assisted treatment such as long-acting injectable anti-psychotic medications as an allowable expense to improve treatment adherence and reduce risk for relapse and re-incarceration.

Whenever possible, RSAT residential program participation should be limited to inmates with 6 to 12 months remaining in their confinement.

Note that allocation to local correctional and detention facilities should account for at least 10 percent of the total state allocation for FY 2021—provided such facilities exist—and be used for either residential substance abuse treatment programs or jail-based substance abuse treatment programs that meet the aforementioned criteria. Assistance to jail-based substance abuse treatment programs shall support those programs that are effective, science-based, and established by local correctional facilities. BJA requires that priority consideration be given to support programs in rural and tribal areas.

Per 34 U.S.C. 10422(c), in order to be eligible for funding under the RSAT Program, a state

shall ensure that individuals who participate in the substance abuse treatment program with assistance provided under this program be provided with aftercare services. These services must involve coordination between the correctional treatment program and other social service and rehabilitation programs such as education and job training, parole supervision, halfway house, self-help, and peer group programs. To qualify as an aftercare program, the head of the substance abuse treatment program must work in conjunction with state and local authorities and organizations involved in substance abuse treatment to place program participants into community substance abuse treatment facilities upon their release. In addition, states should coordinate these activities with any SAMHSA-funded state and/or local programs that address the needs of this target population. A state may use amounts received for community reintegration if the chief executive officer of the state certifies that the state is providing, and will continue to provide, an adequate level of residential treatment services.

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

## **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](#).

Medication-assisted Treatment (MAT) is an evidence-based substance abuse treatment protocol, and BJA supports making it available to individuals under the care and prescription of a physician.

## **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 of Programs and Activities.”

## **Federal Award Information**

### **Awards, Amounts and Durations**

#### **Anticipated Number of Awards**

56

#### **Anticipated Maximum Dollar Amount of Awards**

\$2,280,000.00



**Period of Performance Start Date**

10/1/21 12:00 AM

**Period of Performance Duration (Months)**

48

**Anticipated Total Amount to be Awarded Under Solicitation**

\$27,000,000.00

**Clarifications****Availability of Funds**

Each participating state is allocated a base award of 0.4 percent of the total funds available for RSAT. BJA will allocate a portion of the total remaining funds to each participating state in the same percentage that the state's prison population represents relative to the total prison population of all states.

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

**Funding Instrument Type**

Grant

**Award Type**

Initial

**Is Match Required**

Yes

**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.

## **Budget Information**

### **Supplanting**

Federal funds must be used to supplement existing funds for program activities and cannot replace, or supplant, nonfederal funds that have been appropriated for the same purpose.

### **Prohibited Uses**

RSAT funds shall not be used for land acquisition or construction projects.

## **Cost Sharing or Matching Requirement**

This solicitation requires a 25 percent **cash or in-kind match**. See [OJP Grant Application Resource Guide](#) for additional information on this match requirement.

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

See the [OJP Grant Application Resource Guide](#) for information on [Pre-agreement Costs \(also known as Pre-award Costs\)](#).

## **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 [Costs Associated with Language Assistance](#).

## **Content of Application Submission**

### **Proposal Narrative**

The proposal narrative should be submitted as an attachment in JustGrants. The attached document should be double-spaced, using a standard 12-point Times New Roman font; have no less than 1-inch margins; and should not exceed 20 pages. Pages should be numbered and submitted as an attachment. If the proposal narrative fails to comply with these length restrictions, BJA may negatively consider such noncompliance in peer review and in final award decisions.

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

- a. Description of the Issue OR Statement of the problem if research is involved
- Describe why this project/ these proposed activities are necessary (significance/value) and/or address a need and include supporting information.

b. Project Design and Implementation

Program objectives

- Description of how the requirements for urinalysis and/or other proven reliable forms of drug and alcohol testing for program participants will be complied with
- Explanation of how the state coordinated the design and implementation of treatment programs between state correctional representatives and the state alcohol and drug abuse agency (and, if appropriate, between representatives of local correctional agencies and representatives of either the state alcohol and drug abuse agency or any appropriate local alcohol and drug abuse agency)
- Brief description of the effectiveness and science-based nature of existing treatment service(s)/practice(s)
- Explanation of how funded programs will address the addition of opioid abuse reduction treatment and services
- Description of how the applicant will allocate funds to local correctional and detention facilities with priority consideration given to rural and tribal areas
- Description of how the applicant will ensure that offenders who participate in the RSAT program established or implemented with these federal funds will be provided with community reintegration services. Describe how the applicant will ensure that providers furnishing reintegration services are approved by the appropriate state or local agency, and are licensed, if necessary, to provide medical treatment or other health services.
- Explanation of how the state will coordinate RSAT's design and implementation at the state and local levels and how it will coordinate federal assistance for substance abuse treatment and reintegration services provided by SAMHSA.

c. Capabilities and Competencies

- Describe the capabilities and competencies to accomplish the goals and objectives of the project.

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](http://www.ojp.gov/performance) for an overview of performance measurement activities at OJP.

Award recipients will be required to submit performance measure data in the Performance Measurement Tool (PMT) and/or JustGrants. Examples of the performance measures questionnaire can be found at <https://bja.ojp.gov/sites/g/files/xyckuh186/files/media/document/RSAT-Measures.pdf>. 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 guidance under “ [Note on Project Evaluations](#)” in the [OJP Grant Application Resource Guide](#).

### **Goals, Objectives, Deliverables, and Timeline**

Applicants will submit the RSAT goals, objectives, deliverables and timelines in the JustGrants Web-based form. See the [OJP Grant Application Resource Guide](#) for additional information.

### **Budget and Associated Documentation**

**Are you going to require the applicant to submit the web-based budget detailed form?**

Yes

### **Budget Worksheet and Budget Narrative (Web-based Form)**

Applicants will complete the JustGrants web-based budget form. See the [OJP Grant Application Resource Guide](#) for additional information.

### **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.

## **Disclosure of Process Related to Executive Compensation**

If applicable, applicants will submit a description of the process used to determine compensation by uploading the document and an attachment in JustGrants. See the [OJP Grant Application Resource Guide](#) for additional information.

## **Additional Application Components**

### **Tribal Authorizing Resolution**

If applicable, applicants will submit the Tribal Authorizing Resolution by uploading the resolution as an attachment in JustGrants. An application in response to this solicitation may require inclusion of information related to a tribal authorizing resolution as an attachment. See the [OJP Grant Application Resource Guide](#) for information on tribal authorizing resolutions.

### **Research and Evaluation Independence and Integrity Statement**

If an application proposes research (including research and development) and/or evaluation, the applicant must demonstrate research/evaluation independence and integrity, including appropriate safeguards, before it may receive award funds. Applicants will submit a description of their research and evaluation independence and integrity by uploading the document as an attachment in JustGrants. For additional information regarding demonstrating research/evaluation independence and integrity, including appropriate safeguards, see the [OJP Grant Application Resource Guide](#).

## **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.

Applicants will complete the JustGrants web-based Applicant Disclosure of Pending Applications form. 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](#).

## **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; and Drug-Free Workplace Requirements. 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 <https://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 February 16, 2021 at 11:59

pm. The full application will be submitted in JustGrants by March 2, 2021 at 11:59 pm.

To be considered timely, an application must be submitted by the application deadline using Grants.gov, and the applicant must have received a validation message from Grants.gov that indicates successful and timely submission. 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.

## **Application Review Information**

### **Review Process**

OJP reviews the application to make sure that the information presented is reasonable, understandable, measurable, achievable, and consistent with the solicitation. See the [OJP Grant Application Resource Guide](#) for information on the application review process for this solicitation.

Pursuant to the Part 200 Uniform Requirements, before award decisions are made, OJP also reviews information related to the degree of risk posed by the applicant. Among other things to help assess whether an applicant that has one or more prior federal awards has a satisfactory record with respect to performance, integrity, and business ethics, OJP checks whether the applicant is listed in SAM as excluded from receiving a federal award.

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 quarterly financial reports, semi-annual progress reports, final financial and progress 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.

### **Progress Reporting Frequency**

semi-annual

## **Federal Awarding Agency Contact(s)**

For OJP contact(s), see page 2.

For contact information for Grants.gov, see page 2.

## **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

### FY 2021 Residential Substance Abuse Treatment for State Prisoners Program Application Checklist

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
- 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](#))
- Submit **SF-424** and **SF-LLL** in Grants.gov

*After SF-424 and SF-LLL Submission, 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 LaShawn Benton, State Policy Advisor, by telephone at: 202-514-5057 or by email at: [LaShawn.Benton@usdoj.gov](mailto:LaShawn.Benton@usdoj.gov).

*Receive email notification to complete application in JustGrants*

- Complete Application in JustGrants

### **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 as determined by the RSAT Formula Calculation.

### **Eligibility Requirement:**

State governments. For purposes of this solicitation, “states” are defined as all U.S. states, the District of Columbia, the Commonwealth of Puerto Rico, the U.S. Virgin Islands, American Samoa, Guam, and the Northern Mariana Islands.

### **Content of Application Submission**

- Application for Federal Assistance (SF-424)
- Intergovernmental Review
- Standard Applicant Information (SF-424 info from Grants.gov)
- Proposal Abstract
- Program Narrative
- Budget and Associated Documentation
  - Budget Worksheet and Budget Narrative (web-based form)
  - 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](#))
- Disclosure of Process related to Executive Compensation

**Additional Application Components**

- Tribal Authorizing Resolution (if applicable) (see [OJP Grant Application Resource Guide](#))
- Research and Evaluation Independence and Integrity (see [OJP Grant Application Resource Guide](#))

**Disclosures and Assurances**

- [Disclosure of Lobbying Activities \(SF-LLL\)](#) (see [OJP Grant Application Resource Guide](#))
- Applicant Disclosure of Pending Applications (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 JustGrants Application Submission, Validation, or Error Notifications are Received:*

- Contact [JustGrants.Support@usdoj.gov](mailto:JustGrants.Support@usdoj.gov) or 833–872–5175 regarding technical difficulties