

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



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## BJA FY 21 The Kevin and Avonte Program: Reducing Injury and Death of Missing Individuals with Dementia and Developmental Disabilities

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### Overview

The [U.S. Department of Justice](#) (DOJ), [Office of Justice Programs](#) (OJP), [Bureau of Justice Assistance](#) (BJA) is seeking applications for funding to reduce the number of deaths and injuries of individuals with forms of dementia such as Alzheimer's disease or developmental disabilities such as autism who, due to their condition, wander from safe environments. This program furthers the Department's mission by providing funding to law enforcement and other public safety agencies to implement locative technologies that track missing individuals, and it provides funding to such agencies and partnering nonprofit organizations to develop or operate programs to prevent wandering, increase vulnerable individuals' safety, and facilitate rescues.

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

Competition ID	Category *	Number of Awards	Dollar Amount for Award	Performance Start Date	Performance Duration (Months)
C- BJA-2021-00 015-PROD	Category 1:	6	\$150,000.00	10/1/21 12:00 AM	36
C- BJA-2021-00 016-PROD	Category 2:	7	\$150,000.00	10/1/21 12:00 AM	36

**Eligible Applicants:**

Other

**Other**

The following entities are eligible to apply for Category 1:

- Health care agencies
- State or local law enforcement, tribal law enforcement, or other public safety agencies
- Nonprofit organizations (including tribal nonprofit) with preference given to nonprofits that work with such entities in planning, designing, establishing, or operating locally based, proactive programs to locate and prevent the wandering of missing individuals with forms of dementia such as Alzheimer's disease or developmental disabilities such as autism who, due to their condition, wander from safe environments

The following entities are eligible to apply for Category 2:

- Health care agencies
- State or local law enforcement, tribal law enforcement, or other public safety agencies
- Federally recognized Indian tribal governments that perform public safety activities

See Eligibility Information further in this solicitation

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](#).

BJA may elect to fund applications submitted under this FY 2021 solicitation in future fiscal years, dependent on, among other considerations, the merit of the applications and on the availability of appropriations.

## 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, at [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 833-872-5175 or [JustGrants.Support@usdoj.gov](mailto:JustGrants.Support@usdoj.gov). 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 National Criminal Justice Reference Service Response Center (Response Center) at [grants@ncjrs.gov](mailto:grants@ncjrs.gov) **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 the Response Center by telephone at 800-851-3420 or TTY: 301-240-6310 (hearing impaired only) or by email at [grants@ncjrs.gov](mailto:grants@ncjrs.gov). Response Center hours of operation are 10 a.m. to 6 p.m. eastern time Monday through Friday, and 10 a.m. to 8 p.m. eastern time on the solicitation close date.

## 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 Numbering System (DUNS) and System for Award Management (SAM) registration or renewal.

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

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

The Kevin and Avonte Program: Reducing Injury and Death of Missing Individuals with Dementia and Developmental Disabilities supports local jurisdictions' efforts to reduce the number of deaths and injuries of individuals with forms of dementia such as Alzheimer's disease or developmental disabilities such as autism who, due to their condition, wander from safe environments. It provides funding to law enforcement and public safety agencies to implement locative technologies to track missing individuals, and to such agencies and partnering nonprofit organizations to develop or operate programs to prevent wandering, increase individuals' safety, and facilitate rescues.

## Statutory Authority

34 U.S.C. 12621

## Specific Information

Kevin and Avonte's Law, enacted in 2018, authorized BJA to support local efforts to address this public safety challenge by providing grants to health care agencies, law enforcement, and other public safety agencies, and, additionally for Category 1, nonprofit organizations that (1) implement locative technologies to track missing individuals, and/or (2) develop or operate programs to prevent wandering, increase individuals' safety, and facilitate rescue.

Note that BJA will give preference to applicants that employ person-centered approaches that minimize restrictive interventions and provide a direct link to individuals, and families of individuals, with forms of dementia such as Alzheimer's disease or developmental disabilities such as autism.

**Category 1** supports health care agencies, law enforcement, other public safety agencies, and nonprofit organizations to develop holistic approaches designed to prevent and respond effectively to the wandering of individuals with forms of dementia such as Alzheimer's disease or children with developmental disabilities such as autism.

**Category 2** supports health care agencies, law enforcement, and other public safety agencies in the purchase of tracking technology designed to locate and recover individuals with forms of dementia such as Alzheimer's disease or children with developmental disabilities such as autism in the event they wander from safe environments.

All applicants should be aware that under federal law, OJP may not award grant funds to procure or obtain any equipment, system, or service that uses "covered telecommunications equipment or services" as a substantial or essential component of any system, or as critical technology as part of any system. In general, with limited exceptions, "covered telecommunications equipment or services" includes telecommunications and video



surveillance equipment or services produced by a foreign entity that is specifically designated by statute, or designated by the federal government pursuant to statute.

Applicants also should be aware that, in accordance with DOJ and OJP policy, and with few exceptions, OJP will prohibit use of award funds for unmanned aircraft systems (UAS), absent advance submission of specific documentation of protections in place for privacy, civil liberties, and public safety, and of mitigation of cybersecurity risks. In addition, OJP will bar use of award funds for the purchase or use of UAS made by certain foreign entities designated by DOJ.

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

### **Goals**

The goal of the program is to support local jurisdictions' efforts to reduce the number of deaths and injuries of individuals with forms of dementia such as Alzheimer's disease or developmental disabilities such as autism who, due to their condition, wander from safe environments, through the implementation of proactive programs and the acquisition of locative technology.

### **Objectives**

Category 1: The objective is to design, establish, or operate holistic, locally based, proactive programs to locate or prevent the wandering of individuals with forms of dementia such as Alzheimer's Disease, or developmental disabilities such as autism, who, due to their condition, wander from safe environments.

Category 2: The objective is to purchase, develop, or implement locally based tracking technology for individuals with forms of dementia such as Alzheimer's Disease or developmental disabilities such as autism, who, due to their condition, wander from safe environments.

### **Deliverables**

Category 1:

1. Increase public awareness of missing persons with Alzheimer's disease and other forms of dementia or developmental disabilities.
2. Provide prevention and response information, including online training resources, and referrals to families or guardians of individuals who, due to their condition, wander from a safe environment.
3. Establish or expand community partnerships among local law enforcement, other public safety agencies, and the communities they serve in an effort to prevent persons with forms of dementia or developmental disabilities from wandering, and to locate them in the event they go missing.
4. Provide education and training, including online training resources, to first responders, school personnel, clinicians, and the public in order to:
  - a. Ensure safety and reduce the incidence of wandering of persons with dementia or developmental disabilities.
  - b. Facilitate the rescue and recovery of individuals who wander from safe environments.

- c. Recognize and respond appropriately to individuals who wander from safe environments.
5. Provide prevention and response training and emergency protocols to school administrators, school staff, and families or guardians of individuals with dementia or developmental disabilities to help reduce or prevent the risk of wandering by such individuals.
6. Develop, operate, or enhance a notification system that generates alerts, advisories, or other information for the recovery of missing individuals with dementia or developmental disabilities.

Category 2:

1. Partner with health care agencies or state or local public safety agencies in the design and establishment of locative technology. Applicants should include letters of support and/or memorandums of understanding to demonstrate the intent to partner with these agencies. Note:
  - a. Any collection, use, and retention of data under this program is solely for the purpose of preventing injury or death of a person assigned a tracking device.
  - b. Participation in this program must remain entirely voluntary for participants. A guardian or parent shall make any decisions about whether or not to accept a tracking device for an individual.
  - c. Create public awareness and outreach plans for the tracking program and practices.
2. Participate and assist in any OJP efforts to develop standards and best practices for the use of noninvasive and nonpermanent tracking devices that a guardian or parent has determined to be the least restrictive alternative to locate individuals.

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

## **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."

## OJP Priority Areas

In FY 2021 and in addition to executing any program-specific prioritization that may be applicable, OJP will give priority consideration to applications as follows:

- Applications that address specific challenges that rural communities face.
- Applications that demonstrate that the individuals who are intended to benefit from the requested grant reside in high-poverty areas or persistent-poverty counties.
- Applications that offer enhancements to public safety in economically distressed communities (Qualified Opportunity Zones).

To receive priority consideration under the rural priority, applicants must describe what makes the geographic service area rural (using U.S. Census or other appropriate government data; for assistance, applicants may wish to refer to <https://www.census.gov/programs-surveys/geography/guidance/geo-areas/urban-rural.html>), how isolated the area is from needed services, and how they will address specific challenges in rural communities.

To receive priority consideration under the poverty priority, the applicant must provide information to demonstrate that the individuals who are intended to benefit from the requested grant reside in high-poverty areas or persistent poverty counties. For purposes of this priority consideration, the term “high-poverty area” means any census tract with a poverty rate of at least 20 percent as measured by the 2013–2017 5-year data series available from the American Community Survey of the Census Bureau (applicants may search by census tract at <https://www.census.gov/acs/www/data/data-tables-and-tools/narrative-profiles/2017/>) and the term “persistent poverty counties” means any county that has had 20 percent or more of its population living in poverty over the past 30 years, as measured by the 1990 and 2000 decennial censuses and the most recent Small Area Income and Poverty Estimates (applicants may search by county at <https://www.census.gov/data/tables/time-series/dec/census-poverty.html> and at <https://www.census.gov/programs-surveys/saipe.html>).

To receive priority consideration under the Qualified Opportunity Zones priority, applicants must include information that specifies how the project will enhance public safety in the specified QOZs. For resources on QOZs, and for a current list of designated QOZs, see the U.S. Department of the Treasury’s resource webpage, accessible at <https://www.cdfifund.gov/pages/opportunity-zones.aspx>

OJP policy priority consideration will consist of receiving additional points in the application scoring process. Receipt of priority consideration does not guarantee that an application will be funded; nor will the failure to receive priority consideration necessarily mean that an application will not be funded.

# Federal Award Information

## Solicitation Category

Competition ID Enter to sort	Category *	Number of Awards	Dollar Amount for Award	Performance Start Date	Performance Duration (Months)
C- BJA-2021-0 0015- PROD	Category 1:	6	\$150,000.00	10/1/21 12:00 AM	36
C- BJA-2021-0 0016- PROD	Category 2:	7	\$150,000.00	10/1/21 12:00 AM	36

## Awards, Amounts and Durations

### Period of Performance Start Date

10/1/21 12:00 AM

### Period of Performance Duration (Months)

36

### Anticipated Total Amount to be Awarded Under Solicitation

\$1,950,000.00

## Continuation Funding Intent

BJA may, in certain cases, provide additional funding in future years to awards made under this solicitation, through continuation awards. OJP will consider, among other factors, OJP's strategic priorities, a recipient's overall management of the award, and progress of award funded work, when making continuation award decisions.

## Availability of Funds

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

## **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.

## **Budget Information**

For questions pertaining to budget and examples of allowable and unallowable costs, see the DOJ Grants Financial Guide at <https://ojp.gov/financialguide/DOJ/index.htm>.

Unmanned Aerial Systems (UAS), Unmanned Aircraft (UA), and/or Unmanned Aerial Vehicles (UAV): If the recipient requests to purchase a UAS, UA, and/or UAV, the applicant must receive written prior approval from BJA post-award through the submission and approval of a Grant Award Modification (GAM).

## **Cost Sharing or Matching Requirement**

This solicitation does not require a match.

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

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

## **Limitation on Use of Award Funds for Employee Compensation: Waiver**

See the [OJP Grant Application Resource Guide](#) information on Limitation on Use of Award Funds for Employee Compensation; Waiver.

## 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.

## Eligibility Information

For this program, “nonprofit organizations” means an organization that is described in section 501(c)(3) of Title 26 and is exempt from taxation under section 501(a) of such title.

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.

## Application and Submission Information

The following application elements **MUST** be included in the application submission for an application to meet the basic minimum requirements (BMR) to advance to peer review and receive consideration for funding:

- Proposal Abstract,
- Program Narrative,
- Budget Worksheet and Budget Narrative (web-based form)

See the “Application Elements and Formatting Instructions” section of the [OJP Grant Application Resource Guide](#) 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.

## **(SF-424)**

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.

**Intergovernmental Review:** This solicitation (“funding opportunity”) **is not** subject to [Executive Order 12372](#). (In completing the SF-424, an applicant is to answer question 19 by selecting the response that the “Program is not covered by E.O. 12372.”)

## **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 organization's 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 web-based form.

In addition, the abstract must:

- 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 web-based form. Indicate if the proposed partner employs a person-centered approach that minimizes restrictive interventions and has a direct link to individuals and families of individuals with forms of dementia or developmental disabilities.
- Include all proposed partners/subcontractors and their role.

## **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 15 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 the specific problem in the applicant's geographic area.
- Include data and information that have been used to identify and assess the problem, which demonstrate that the applicant understands the nature and dimension of the problem.
- Any statistics or references used in this section should be those gathered and documented for the applicant's specific geographic area. No national statistics or references should be used unless they specifically reference the applicant.
- Identify current vulnerabilities resulting from an absence of training for law enforcement or community members.

**b. Project Design and Implementation**

- Describe how the applicant will deliver the proposed project.
- Describe how the applicant will appropriately use a person-centered approach that minimizes restrictive interventions and employs a direct link to individuals and families of individuals with forms of dementia such as Alzheimer's disease or developmental disabilities such as autism.
- Detail how the applicant will achieve the deliverables listed in the Project-specific Information section. Describe the objectives and identify strategies for designing and achieving each program deliverable as described.
- Provide specific information on any materials/deliverables to be developed and delivered.
- Describe all partners included in the proposed activities and their roles.
- Describe the implementation plan for the locative tracking technology program for individuals with forms of dementia such as Alzheimer's disease or children with developmental disabilities such as autism who have wandered from safe environments, if funds are requested for such. Describe partnerships with health care agencies or state or local public safety agencies to assist in the design and implementation of this technology program.

**c. Capabilities and Competencies**

Describe the capabilities of the applicant, the subrecipients, and contractors to successfully implement the project. The applicant should also describe the competencies of staff assigned to the project.

**d. Plan for Collecting the Data Required for this Solicitation's Performance Measure**

- Describe the process the applicant will use to measure project performance. This should include measures for adhering to project timelines, meeting deliverable schedules, obtaining input from customers, and seeking feedback from stakeholders.
- Identify what data will be collected, who will be responsible for collecting and reporting the data, who is responsible for performance measurement, how the data will be stored, how any personally identifiable information will be protected, and how the information will be used to guide the program.
- Describe the data collection plan and 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 and performance reports in JustGrants. Further guidance on the post-award submission process will be provided, if selected for award.

Examples of the performance measures questionnaire can be found at <https://bja.ojp.gov/sites/g/files/xyckuh186/files/media/document/Semiannual-Narrative-Questions.pdf>.

### **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 Kevin and Avonte Program: Reducing Injury and Death of Missing Individuals with Dementia and Developmental Disabilities 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**

Applicants will complete the JustGrants web-based budget form. Applicants applying for funding under Category 2 must receive written prior approval from BJA post-award through the submission and approval of a Grant Award Modification for purchase of Unmanned Aerial Systems (UAS), Unmanned Aircraft (UA), and/or Unmanned Aerial Vehicles (UAV). See the [OJP Grant Application Resource Guide](#) for additional information.

#### **a. Indirect Cost Rate Agreement**

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](#).

**b. Financial Management and System of Internal Controls 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](#).

**c. 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.

**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.

**Pre-Agreement Cost**

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

**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.

**Employee Compensation Waiver**

See the [OJP Grant Application Resource Guide for information on Limitation on Use of Award Funds for Employee Compensation Waiver](#).

**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.

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

### **Letters of Support**

Applicants should include letters of support to demonstrate the intent to partner with these agencies.

### **Documentation of Anticipated Benefit to Qualified Opportunity Zones (if applicable)**

OJP will give priority consideration in award decisions to designated Qualified Opportunity Zones (QOZs). Each applicant proposing to receive priority consideration under the Qualified Opportunity Zones priority must provide a sufficient narrative explanation in order for OJP to identify clearly the public safety benefit the applicant anticipates that its project will have on a specified QOZ(s). The narrative and the list of affected QOZs (by census tract number) must be included as an attachment that is clearly labeled as addressing QOZs. The applicant may also include tables, charts, graphs, or other relevant illustrations that may be useful in comprehending the manner in which the proposed project is anticipated to benefit a QOZ(s). Applicants will submit the narrative by uploading the document as an attachment in JustGrants.

### **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](#).

## **Counties (if applicable)**

As mentioned above, OJP will give priority consideration in award decisions to applications that demonstrate that the individuals who will benefit from the requested grant reside in high-poverty areas or persistent-poverty counties as defined above. Each applicant proposing to receive consideration under the High-Poverty Areas or Persistent-Poverty Counties priority must provide a sufficient narrative explanation to identify each specific High-Poverty Area (by census tract number(s)) and/or each specific Persistent-Poverty County where individuals are intended to benefit from the requested grant and how the requested grant will address specific challenges in each such identified area and/or county. Applicants will submit the narrative by uploading the document as an attachment in JustGrants.

## **Documentation of Rural Challenges (if applicable)**

As is mentioned above, OJP will give priority consideration in award decisions to applications that address specific challenges that rural communities face. Each applicant proposing to receive priority consideration under the rural priority must provide a sufficient narrative to include what makes the geographic service area rural (using U.S. Census or other appropriate government data), how isolated the area is from needed services, and how it will address specific challenges in rural communities. Applicants will submit the narrative by uploading the document as an attachment in JustGrants.

## **Disclosures and Assurances**

Applicants 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 the DOJ Certified Standard Assurances in 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; and Drug-Free Workplace Requirements. See [OJP Grant Application Resource Guide](#).

### 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](https://www.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 March 17, 2021 at 11:59 pm. 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 April 9, 2021 at 11:59 pm.

To be considered timely, the full application must be submitted in JustGrants by the JustGrants application deadline.

## Application Review Information

### Review Criteria

Applications that meet basic minimum requirements will be evaluated by peer reviewers. Applications will be evaluated on how the proposed project/program addresses the following criteria:

#### 1. Statement of the Problem/Description of the Issue (15%) - evaluate the applicant's understanding of the program/issue to be addressed.

- Describe the specific problem in the applicant's geographic area.
- Include data and information that have been used to identify and assess the problem, which demonstrate that the applicant understands the nature and dimension of the problem.
- Any statistics or references used in this section should be those gathered and documented for the applicant's specific geographic area. No national statistics or

references should be used unless they specifically reference the applicant.

- Identify current vulnerabilities resulting from an absence of training for law enforcement or community members.

**2. Project Design and Implementation (40%)- evaluate the adequacy of the proposal, including the goals, objectives, timelines, milestones, and deliverables.**

- Describe how the applicant will deliver the proposed project.
- Describe how the applicant will appropriately use a person-centered approach that minimizes restrictive interventions and employs a direct link to individuals and families of individuals with forms of dementia such as Alzheimer's disease or developmental disabilities such as autism.
- Detail how the applicant will achieve the deliverables listed in the Project-specific Information section. Describe the objectives and identify strategies for designing and achieving each program deliverable as described.
- Provide specific information on any materials/deliverables to be developed and delivered.
- Describe all partners included in the proposed activities and their roles.
- Describe the implementation plan for the locative tracking technology program for individuals with forms of dementia such as Alzheimer's disease or children with developmental disabilities such as autism who have wandered from safe environments, if funds are requested for such. Describe partnerships with health care agencies or state or local public safety agencies to assist in the design and implementation of this technology program.

**3. Capabilities and Competencies (25%) - evaluate administrative and technical capacity of the applicant to successfully accomplish the goals and objectives.**

- Describe the capabilities of the applicant, the subrecipients, and contractors to successfully implement the project. The applicant should also describe the competencies of staff assigned to the project.

**4. Plan for Collecting the Data Required for this Solicitation's Performance Measures (10%) - evaluate the applicant's understanding of the performance data reporting requirements and the plan for collecting the required data.**

- Describe the process the applicant will use to measure project performance. This should include measures for adhering to project timelines, meeting deliverable schedules, obtaining input from customers, and seeking feedback from stakeholders.
- Identify what data will be collected, who will be responsible for collecting and reporting the data, who is responsible for performance measurement, how the data will be stored, how any personally identifiable information will be protected, and how the information will be used to guide the program.
- Describe the data collection plan that will use the performance measures.

**5. Budget (10%) - evaluate for completeness, cost effectiveness, and allowability (e.g., reasonable, allocable, and necessary for project activities).**

- Submit a budget that is complete, cost effective, and allowable (e.g., reasonable, allocable, and necessary for project activities).
- The budget narrative should generally demonstrate how the applicant will maximize cost effectiveness of grant expenditures. It should explain how costs are intended to meet the objectives of the project and show all calculations.
- The budget narrative should demonstrate cost effectiveness in relation to potential alternatives and the objectives of the project. (Generally speaking, a reasonable cost is a cost that, in its nature or amount, does not exceed that which would be incurred by a prudent person under the circumstances prevailing at the time the decision was made to incur the costs)
- Applicants must set aside an adequate amount of funding to implement a data collection plan using the performance measures.
- Applicants must set aside an adequate amount of funding for travel of up to two staff members to one grantee meeting in Washington, D.C.

**Additional Review Criteria**

Other important considerations for BJA include geographic diversity, strategic priorities (specifically including, but not limited to, those mentioned above relating to addressing specific challenges that rural communities face, high-poverty areas or persistent-poverty counties, demonstrable potential enhancement to public safety in one or more federally designated Qualified Opportunity Zones), available funding, past performance, and the extent to which the Budget Worksheet and Budget Narrative (Web-based Form) accurately explain project costs that are reasonable, necessary, and otherwise allowable under federal law and applicable federal cost principles.

**Review Process**

Applications submitted under this solicitation that meet basic minimum requirements, will be evaluated for technical merit by a peer review panel(s) in accordance with OJP peer review policy and procedures using the stated review criteria above.

OJP screens applications to ensure they meet the basic minimum requirements prior to conducting peer review. Although specific requirements may vary, the following are common requirements applicable to all solicitations for funding under OJP programs:

- The application must be submitted by an eligible type of applicant.
- The application must request funding within programmatic funding constraints (if applicable).
- The application must be responsive to the scope of the solicitation.
- The application must include all items necessary to meet the basic minimum requirements.

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, 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, all final award decisions will be made by the Assistant Attorney General, who may take into account not only peer review ratings and BJA recommendations, but also other factors as indicated in this section.

## **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 the Program Description section, 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.



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

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

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

## **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.

## **Performance Measures**

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 and performance reports in JustGrants. Further guidance on the post-award submission process will be provided, if selected for award.

Examples of the performance measures questionnaire can be found at <https://bja.ojp.gov/site/s/g/files/xyckuh186/files/media/document/Semiannual-Narrative-Questions.pdf>.

## **Kevin and Avonte Program: Reducing Injury and Death of Missing Individuals with Dementia and Developmental Disabilities**

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
- 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 (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 \$150,000.

**Eligibility Requirement:**

The following entities are eligible to apply for **Category 1**:

- Health care agencies.
- State or local law enforcement, tribal law enforcement, or other public safety agencies.
- Nonprofit organizations (including tribal nonprofit and for-profit organizations) with preference given to nonprofits that work with such entities in planning, designing, establishing, or operating locally based, proactive programs to locate and prevent the wandering of missing individuals with forms of dementia such as Alzheimer's disease or developmental disabilities such as autism who, due to their condition, wander from safe environments. (For this program, "nonprofit organizations" means an organization that is described in section 501(c)(3) of Title 26 and is exempt from taxation under section 501(a) of such title.)

- The following entities are eligible to apply for **Category 2**:

- Health care agencies.
- State or local law enforcement, tribal law enforcement, or other public safety agencies.
- Federally recognized Indian tribal governments that perform public safety activities.

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 [O JP Grant Application Resource Guide](#))

*If Grants.gov Receipt, and Validation or Error Notifications are Received:*

- Contact the Response Center by telephone at 800-851-3420 or TTY: 301-240-6310 (hearing impaired only) or by email at [grants@ncjrs.gov](mailto:grants@ncjrs.gov). Response Center hours of operation are 10 a.m. to 6 p.m. eastern time Monday through Friday, and 10 a.m. to 8 p.m. eastern time on the solicitation close date.

*Receive email notification to complete application in JustGrants*

- Complete Application in JustGrants

### **Content of Application Submission:**

The following items are critical application elements required to pass Basic Minimum Requirements review. An application that OJP determines does not include the application elements that must be included in the application submission in order for the application to meet the basic minimum requirements will neither proceed to peer review, nor receive further consideration.

- Proposal Abstract
- Proposal Narrative
- Budget Worksheet and Budget Narrative (Web-based form)

Information to Complete the Application for Federal Assistance (SF-424) in 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 Tribal Authorizing Resolution (if applicable) (see [OJP Grant Application Resource Guide](#))
- Research and Evaluation Independence and Integrity (see [OJP Grant Application Resource Guide](#))
- Documentation of rural challenges (if applicable)
- Documentation of high-poverty areas or persistent-poverty counties (if applicable)
- Documentation of enhanced public safety in federally designated Qualified
- Opportunity Zones (if applicable)

- Request and Justification for Employee Compensation; Waiver (if applicable) (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 Assurances (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 JustGrants Service Desk at [JustGrants.Support@usdoj.gov](mailto:JustGrants.Support@usdoj.gov) or 833-872-5175 regarding technical difficulties.