

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



BJA FY 21 Emmett Till Cold Case Investigations and Training and Technical Assistance Program

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| Grants.gov Deadline: | May 10, 2021 11:59 PM |
| Application JustGrants Deadline: | May 26, 2021 11:59 PM |

Overview

The [U.S. Department of Justice](#) (DOJ), [Office of Justice Programs](#) (OJP), [Bureau of Justice Assistance](#) (BJA) is seeking applications for funding for funding to state, local, and tribal law enforcement and prosecution agencies to support activities and expenses associated with the investigation and prosecution of criminal offenses involving civil rights authorized by the Emmett Till Unsolved Civil Rights Crimes Reauthorization Act of 2016 (Emmett Till), as well as resources to select a training and technical assistance (TTA) provider. This program furthers the Department's mission by by supporting state and local efforts to address violent crime and to enhance the investigative skills of law enforcement and prosecution, as well as enhance the rule of law through the resolution of unsolved homicides.

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-2021-00 024-PROD | 1 | 6 | \$500,000.00 | 10/1/21 12:00 AM | 36 |
| C- BJA-2021-00 025-PROD | 2 | 1 | \$325,000.00 | 10/21/21 12:00 AM | 36 |

Eligible Applicants:

City or township governments, For profit organizations other than small businesses, State governments, Other

Other

Category 1:

- State, local, and tribal law enforcement agencies, including prosecutors' offices.
- Tribal law enforcement must be from federally recognized Indian tribal governments that perform law enforcement functions (as determined by the Secretary of the Interior).
- Applicants can partner with other agencies and nonprofit organizations with expertise to support the investigation of these cold cases and expertise to leverage historical documents to inform investigations.

Category 2:

- For-profit (commercial) organizations, nonprofit organizations (including tribal organizations), faith-based and community organizations, and institutions of higher education (including tribal institutions of higher education) with demonstrated expertise in assisting communities to develop and implement cold case homicide investigations, as well as investigations of hate crimes and civil rights violations.

See Eligibility Information further in this solicitation

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. 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 or at 833-872-5175. The JustGrants Service Desk operates 5 a.m. to 9 p.m. EST 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 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 the Response Center by telephone at 800-851-3420 or TTY: 301-240-6310 (hearing impaired only) or by email at 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.

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](#).

Contents

| | |
|---|----|
| Contact Information | 2 |
| Program Description | 6 |
| Overview | 6 |
| Statutory Authority | 6 |
| Specific Information | 6 |
| Goals, Objectives, Deliverables, and Timeline | 6 |
| Evidence-Based Programs or Practices | 8 |
| Information Regarding Potential Evaluation of Programs and Activities | 8 |
| OJP Priority Areas | 8 |
| Federal Award Information | 9 |
| Awards, Amounts and Durations | 9 |
| Continuation Funding Intent | 9 |
| Availability of Funds | 9 |
| Types of Awards | 10 |
| Financial Management and System of Internal Controls | 10 |
| Cost Sharing or Matching Requirement | 10 |
| Pre-agreement Costs (also known as Pre-award Costs) | 10 |
| Limitation on Use of Award Funds for Employee Compensation: Waiver | 10 |
| Prior Approval, Planning, and Reporting of Conference/Meeting/Training Costs | 10 |
| Costs Associated with Language Assistance (if applicable) | 10 |
| Eligibility Information | 11 |
| Application and Submission Information | 11 |
| Information to Complete the Application for Federal Assistance (SF-424) | 12 |
| Standard Applicant Information (JustGrants 424 and General Agency Information) | 12 |
| Proposal Abstract | 12 |
| Proposal Narrative | 12 |
| Goals, Objectives, Deliverables, and Timeline | 14 |
| Budget and Associated Documentation | 14 |
| Budget Worksheet and Budget Narrative (Web-based Form) | 14 |
| Indirect Cost Rate Agreement (if applicable) | 15 |
| Financial Management Questionnaire (including applicant disclosure of high-risk status) | 15 |
| Additional Application Components | 15 |
| Curriculum Vitae or Resumes | 15 |
| Tribal Authorizing Resolution | 15 |
| Timeline Form | 15 |
| Letters of Support | 15 |

Documentation of Anticipated Benefit to Qualified Opportunity Zones (if applicable) 15

Research and Evaluation Independence and Integrity Statement 16

Disclosures and Assurances 16

Disclosure of Lobbying Activities 16

DOJ Certified Standard Assurances 16

Applicant Disclosure of Duplication in Cost Items 16

DOJ Certifications Regarding Lobbying; Debarment, Suspension and Other Responsibility Matters; and Drug-Free Workplace Requirements . . 16

How to Apply 16

Submission Dates and Time 17

Application Review Information 17

 Review Criteria 17

 Review Process 17

Federal Award Administration Information 18

 Federal Award Notices 18

 Administrative, National Policy, and Other Legal Requirements 18

 Information Technology (IT) Security Clauses 18

 General Information about Post-Federal Award Reporting Requirements . 18

Federal Awarding Agency Contact(s) 19

 Freedom of Information and Privacy Act (5 U.S.C. 552 and 5 U.S.C. 552a) 19

 Provide Feedback to OJP 19

 Application Checklist 19

 Emmett Till Cold Case Investigations and Training and Technical Assistance Program 19

FY 2021 Competitive Solicitation 19

Program Description

Overview

The Emmett Till Cold Case Investigations and Training and Technical Assistance Program supports funding to state, local, and tribal law enforcement and prosecution agencies for costs associated with the investigation and prosecution of unsolved homicide cold case murders suspected of having been racially motivated, including support for victims' families and stakeholders impacted by these cases. The program also supports an award for national training and technical assistance.

Statutory Authority

The Emmett Till Act, 28 U.S.C. § 509 note. Any awards under this solicitation would be made under statutory authority provided by a full-year appropriations act for FY 2021. As of the writing of this solicitation, the Department of Justice is operating under a short-term "Continuing Resolution"; no full-year appropriation for the Department has been enacted for FY 2021.

Specific Information

The Emmett Till Program, a program created under the Emmett Till Act, provides support to state, local, and tribal law enforcement and prosecutors in their investigation and prosecution of cold case murders associated with civil rights violations. Per the authorizing legislation, funds are limited to address violations of civil rights statutes resulting in death that occurred no later than December 31, 1979. This solicitation also supports funding for national training and technical assistance to support site-based grants and the field in building capacity and partnerships essential to this work.

Category 1

State, local, and tribal agencies are encouraged to work with their federal partners to pursue these cases and coordinate review of case files and evidence related to potential cases, consistent with other activities under the Emmett Till Act. This includes other efforts authorized under the act by the Department of Justice (DOJ), including the Civil Rights Unit of the Federal Bureau of Investigation (FBI), DOJ's Civil Rights Division, as well as the field office for the FBI, Community Relations Service (CRS), and the U.S. Attorney's Office in the applicant's jurisdiction. As part of the Emmett Till Act, the FBI created a "Cold Case Initiative" in which the FBI had its field offices search their cold case files to identify incidents that might be appropriate for investigation. Applicants are encouraged to collaborate with their FBI field office and their U.S. Attorney's Office on these cases. For more information, see: <https://www.justice.gov/crt/cold-case-initiative>.

BJA also recognizes that the needs of specific jurisdictions may vary widely. As such, BJA encourages the applicants to consider their response in scale with the nature of their local problems, and to consider state or regional approaches. They are also encouraged to partner with state, local, and tribal partners with the expertise to investigate these cases where there may be limited information and evidence, thus requiring different strategies to investigate the cases.

Allowable uses of funding for Category One include resources for the investigation and prosecution of relevant cases, including the review of evidence and use of modern DNA and forensic tools to aid investigations, and support for families and stakeholders impacted by these cases.

Category 2

Given the complexity of the cases, funding will also be awarded in Category Two for a partner who will offer training and technical advice to assist jurisdictions to better investigate and prosecute a case and support the needs of victims, including family members of those murdered and impacted community stakeholders. This would include technical assistance for Emmett Till grantees, outreach to address the needs from the field including written or web-based materials, training and webinars, and a community of practice, based on an assessment of need.

Goals, Objectives, Deliverables, and Timeline

Goals

To build the capacity and support activities of state, local, and tribal law enforcement and prosecutors to identify, investigate, and prosecute cold case murders associated with civil rights violations, including support for family members and community stakeholders impacted by these murders.

Objectives

- Offer relevant and cost-effective approaches to enhance capacity through information, training, and tools for the field to identify, investigate, and prosecute Emmett Till cases, as well as support victims' families and stakeholders.
- Enhance collaboration between federal, state, and local law enforcement and prosecution agencies in their investigation and prosecution of unsolved civil rights cold case murders.
- Increase the number of state, local, and tribal investigations and prosecutions of civil rights cold case murders.
- Bring justice and support to families and stakeholders impacted by these murders.

Deliverables

Category One:

Deliverables will include documentation of enhanced partnerships and other efforts noted above, compiled through reporting, including a final report.

Category Two:

The TTA provider will work with BJA to provide knowledge, resources, and project management guidance to all Emmett Till Program grantees to meet the objectives and deliverables of their projects. Specifically, TTA providers will be expected to deliver the following:

1. Identify and maintain a list of TTA consultants/subject matter experts, and their qualifications, whose subject matter expertise and experience can best meet grantees' needs.
2. Following approval from BJA, assign a subject matter expert/consultant to each grantee to help it complete its proposed grant activities and align operations with best and evidence-based practices relevant to the grant program. Report on and monitor the TTA assistance provided.
3. Host webinars related to site-based grants, including an orientation webinar to onboard new grantees within 60 days of their receiving awards, and fieldwide webinars to market new funding opportunities.
4. Assist grantees during the initial 6 months of the project period to develop an action plan that is updated by the grantees and approved by BJA.
5. Work with BJA to develop individualized TTA plans for each grantee based on its project, state of readiness, and other grantee-specific considerations (e.g., staffing).
6. Assess grantee performance and provide coaching through monthly calls to:
 - a. Review grantees' progress toward their goals and deliverables in accordance with the project timeline.
 - b. Spot issues and provide feedback to grantees.
 - c. Discuss and review draft deliverables and other grant-related materials.
7. Assist grantees with collecting and reporting on performance measures, and identify and explain trends resulting from performance measure data submissions. Assess grantee capacity for data collection reporting during site visits and phone calls, and make recommendations for improvement.
8. From the grantees, collect and document lessons learned and other useful examples for the field at large, then disseminate this information via web content, publications, and conference presentations. Assist grantees in disseminating information and updates about their projects within their departments or agencies throughout the life of their projects.
9. Provide subject matter expertise to and collaborate with BJA and federal partners such as CRS, FBI, and the Department of Justice's Civil Rights Division on Emmett Till.
10. Participate in BJA-led grant performance reviews that track grantee or program performance along several key indicators.

11. Convene focus groups, listening sessions, and expert panels to better understand the needs of the field to inform education and program strategies, and disseminate the products resulting from this objective, including marketing and communication.

BJA reserves the right to modify work tasks in any category at any time with reasonable advance notice provided to the awardee prior to execution.

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

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 0024- PROD | 1 | 6 | \$500,000.00 | 10/1/21 12:00 AM | 36 |
| C- BJA-2021-0 0025- PROD | 2 | 1 | \$325,000.00 | 10/21/21 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

\$3,275,000.00

Additional Information

Category One: Total amount to be awarded approximately \$2,947,446. Category 2: Total amount to be awarded under solicitation: \$325,000

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

Category 1:

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).

Category 2:

BJA expects to make awards under this solicitation as cooperative agreements, which provide for OJP to have substantial involvement in carrying out award activities. See the “Administrative, National Policy, and Other Legal Requirements” section of the [OJP Grant Application Resource Guide](#).

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 the [OJP Grant Application Resource Guide](#) for additional information.

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.

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.

Eligibility Information

BJA is seeking applicants to provide training and technical assistance that have:

- Expert knowledge of associated work.
- Extensive experience in brokering and developing technical assistance.
- Experience in identification of best practices.
- Program documentation, resource compilation, and information dissemination experience.
- The willingness to work with BJA and other partners as a member of a training and technical assistance collaborative.

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.

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.

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.

Information to Complete the Application for Federal Assistance (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.

Proposal abstracts should be:

- Written for a general public audience.
- Submitted as a separate attachment with “Proposal Abstract” as part of its file name.

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

Category 1:

Describe the history, nature, and extent of pending cold case homicides involving violations of civil rights acts, overall and prior to January 1, 1980. Include summary information and data related to incidents, efforts to identify potential cases, case-related data, witnesses, and suspects.

Describe current efforts to identify, investigate, and prosecute these cases. Describe the challenges, including lack of resources, that the applicant faces in planning and implementing efforts to address these unsolved murders. What access does the applicant have to case files and data to support work, and existing laws to pursue cases? How has this related to federal efforts to address these cases?

Category 2:

Describe the history, nature, and extent of pending cold case homicides in the United States involving violations of civil rights acts, overall and prior to January 1, 1980. Include summary information and data related to incidents, efforts to identify potential cases, case-related data, witnesses, and suspects. Indicate if there are concentrations of cases where support can be targeted.

Describe current challenges facing state, local, and tribal agencies to identify, investigate, and prosecute these cases. Indicate what access the applicant has to case files and data to support work, existing laws to pursue cases, and resources to support the work. Describe the current capacity of jurisdictions to investigate and prosecute these complex cases.

b. Project Design and Implementation

Category 1:

Describe how the applicant will respond to the issue defined, including identifying and responding to cases meriting investigation and prosecution. Describe how the applicant will work to enhance cooperation of witnesses and enhance success to addressing the challenges of pursuing these investigations, including working with family members of victims and other stakeholders. Describe how the resources sought in the application will support and relate to this project design.

Category 2:

Articulate the applicant's "vision" for the role of TTA. Describe how the applicant will identify, assess, and deliver TTA. Describe the specific activities for providing TTA, including outreach to grantees and the field at large, as appropriate for the category.

Describe the objectives and identify strategies for designing and implementing each program deliverable as described in the solicitation. Provide specific information on any materials to be developed and/or technical assistance to be provided as they relate to the applicable category. Include the method of delivery.

Provide a project task timeline (as an attachment) for completing the deliverables, and identify the percentage of time to be dedicated by the individuals responsible for those tasks.

c. Capabilities and Competencies

Category 1:

Describe how the applicant and its partners will implement the proposed design, including gathering and analyzing information, developing a plan, and implementing efforts by staff and partners to inventory, track, investigate, and prosecute these cases. Discuss the expertise of the applicant and its partners to effectively conduct the investigation of cold case murders potentially associated with civil rights violations.

Describe the applicant's management structure and outline its ability to conduct the individual activities through the organization/staff's experience, as well as partners. The management and organizational structure described should match the staff needs necessary to accomplish the tasks outlined in the solicitation. Detailed information contained in the project timeline, position descriptions, and letters of interest will inform the basis for assigning points relative to this criterion.

Category 2:

Describe the applicant, its partners, and each organization's role. Demonstrate the capability of the lead organization and any collaborative partners (subrecipients) to implement each component of the project, including staff capacity to provide technical assistance to large numbers of grantees simultaneously (if applicable). Describe the organization's ability to provide proactive, comprehensive, user-friendly TTA by developing protocols for the assessment and delivery of TTA, as well as tracking, evaluation, and necessary followup activities.

Provide examples of the organization's experience in using TTA strategies that include developing grantee tools and resources, using distance learning, peer-to-peer consultations, and onsite and offsite technical assistance. List the consultants/subject matter experts with whom the applicant plans to work to deliver TTA services.

Describe the management structure and outline the organization's ability to conduct the individual activities, including the organization/staff's experience and staff's ability to recruit and partner with individuals and other organizations with the expertise to enhance the applicant's experience in developing and providing TTA. The management and organizational structure described should match the staff needs necessary to accomplish the tasks. Detailed information contained in the project task timeline, position descriptions, and letters of support will form the basis for assigning points relative to this criterion.

Describe the strategy for responding to requests from practitioners in the field.

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

Category 1:

For each objective, identify the criteria that will determine how and if objectives have been successfully met, as well as one or more specific measurable outcome(s) and the data sources that will be used to determine whether or not the outcome was accomplished

All applicants must indicate their willingness and ability to collect and report performance and outcome data through BJA's reporting tools (no personally identifiable information will be collected). Applicants are expected to report on behalf of any subawardees. Additionally, please see deliverables described early in the **Goals, Objectives, Deliverables** section that discuss the willingness to cooperate with any evaluation efforts.

Describe the process for measuring project performance. Identify who will collect the data, who is responsible for performance measurement, and how the information will be used to guide and assess the program.

Category 2:

Describe the process the applicant will use to measure project performance. This should include measures on adhering to project timelines, meeting deliverable schedules, obtaining input from grantees, and seeking feedback from stakeholders.

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.

Category 1: Award recipients will be required to submit performance measurement 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/Emmett-Till-Measures.pdf>.

Category 2: Award recipients will be required to submit performance measure data in the BJA TTA Reporting Portal and/or 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://bjatta.bja.ojp.gov/sites/default/files/interest_groups/TTA%20Reporting%20Portal%20Data%20Dictionary_0.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 Emmett Till Cold Case Investigations Program 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

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.

Additional Application Components

Applicants will attach the additional requested documentation in JustGrants.

Curriculum Vitae or Resumes

Attach position descriptions for staff funded and résumés for current staff. If the applicant is hiring, please detail in the timeline when it anticipates the hiring process to be completed and the new hires to commence work.

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.

Timeline Form

Attach a project timeline with each project objective, activity, expected completion date, and responsible person or organization.

Letters of Support

Attach any relevant letters of support and/or memorandum of understanding between key partners to the project to reflect support, roles, and agreements about collaboration. Attach position descriptions for staff funded and résumés for current staff. If the applicant is hiring, please detail in the timeline when it anticipates the hiring process to be completed and the new hires to commence work.

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

As is mentioned above, 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](#).

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 May 10, 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 May 26, 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 25%- evaluate the applicant's understanding of the program/issue to be addressed.
2. Project Design and Implementation 30%- evaluate the adequacy of the proposal, including the goals, objectives, timelines, milestones, and deliverables.
3. Capabilities and Competencies 30%- evaluate administrative and technical capacity of the applicant to successfully accomplish the goals and objectives.
4. Plan for Collecting the Data Required for this Solicitation's Performance Measures 5%- evaluate the applicant's understanding of the performance data reporting requirements and the plan for collecting the required data.
5. Budget 10% - evaluate for completeness, cost effectiveness, and allowability (e.g., reasonable, allocable, and necessary for project activities)

b. 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's 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, 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.

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

For contact information for Grants.gov and JustGrants, 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.

Application Checklist

Emmett Till Cold Case Investigations and Training and Technical Assistance Program

FY 2021 Competitive Solicitation

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 *[insert if applicable]*
- 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):
 - Category 1: \$500,000
 - Category 2: \$325,000

Eligibility Requirement:

Category 1: State, local, and tribal law enforcement agencies, including prosecutors’ offices.

Tribal law enforcement must be from federally recognized Indian tribal governments that perform law enforcement functions (as determined by the Secretary of the Interior).

Applicants can partner with other agencies and nonprofit organizations with expertise to support the investigation of these cold cases and leverage historical documents to inform the investigations.

Category 2: For-profit (commercial) organizations, nonprofit organizations (including tribal organizations), faith-based and community organizations, and institutions of higher education (including tribal institutions of higher education) with demonstrated expertise in assisting communities to develop and implement cold case homicide investigations, as well as investigations of hate crimes and civil rights violations.

- 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 the Response Center by telephone at 800–851–3420 or TTY: 301–240–6310 (hearing impaired only) or by email at 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
 - Budget Narrative (Web-based form)
-
- Information to Complete the Application for Federal Assistance (SF-424) in Grants.gov

- Standard Applicant Information (SF-424 information from Grants.gov)
- Proposal Abstract
- Proposal Narrative
- Time and Task Plan
- Letters of Support or MOUs
- Résumés of Key Staff

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](#))

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](#))
- Documentation of rural challenges (if applicable) (see [OJP Grant Application Resource Guide](#))
- 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 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 JustGrants Service Desk at JustGrants.Support@usdoj.gov or 833-872-5175 regarding technical difficulties.