

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



BJA FY 21 Justice Information Sharing Training and Technical Assistance (JIS TTA) Program

Assistance Listing Number #	16.610
Grants.gov Opportunity Number:	O-BJA-2021-51001
Solicitation Release Date:	January 04, 2021 4:00 PM
Version:	2
Grants.gov Deadline:	April 5, 2021 11:59 PM
Application JustGrants Deadline:	April 19, 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 the Justice Information Sharing Training and Technical Assistance (JIS TTA) Program, specifically the Regional Information Sharing Systems (RISS) Technology Support Center (RTSC). This program furthers the Department's mission by assisting state, local, and tribal jurisdictions in reducing crime and improving the functioning of the criminal justice system through more effective information sharing, multi-agency collaboration, and implementation of data-driven, evidence-based strategies.

This solicitation incorporates the [OJP Grant Application Resource Guide](#) by reference. The OJP Grant Application Resource Guide provides guidance to applicants for the preparation and submission to OJP of applications for funding. **If this solicitation expressly modifies any provision in the OJP Grant Application Resource Guide, the applicant is to follow the guidelines in this solicitation as to that provision.**

Solicitation Categories

This solicitation does not include Solicitation Categories.

Eligible Applicants:

County governments, For profit organizations other than small businesses, Native American tribal governments (Federally recognized), Native American tribal organizations (other than Federally recognized tribal governments), Nonprofits having a 501(c)(3) status with the IRS, other than institutions of higher education, Nonprofits that do not have a 501(c)(3) status with the IRS, other than institutions of higher education, State governments, Other

Other

See Eligibility Information 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. 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](#). 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 **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 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 <https://justicegrants.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](#).

Contents

Contact Information	2
Program Description	6
Overview	6
Statutory Authority	6
Specific Information	6
Goals, Objectives, Deliverables, and Timeline	7
Evidence-Based Programs or Practices	9
Information Regarding Potential Evaluation of Programs and Activities	9
Federal Award Information	10
Awards, Amounts and Durations	10
Continuation Funding Intent	10
Availability of Funds	10
Types of Awards	10
Financial Management and System of Internal Controls	10
Budget Information	11
Cost Sharing or Matching Requirement	11
Pre-agreement Costs (also known as Pre-award Costs)	11
Limitation on Use of Award Funds for Employee Compensation: Waiver	11
Prior Approval, Planning, and Reporting of Conference/Meeting/Training Costs	11
Costs Associated with Language Assistance (if applicable)	11
Eligibility Information	11
Application and Submission Information	12
Information to Complete the Application for Federal Assistance (SF-424)	13
Standard Applicant Information (JustGrants 424 and General Agency Information)	13
Proposal Abstract	13
Proposal Narrative	13
Goals, Objectives, Deliverables, and Timeline	15
Budget and Associated Documentation	15
Budget Worksheet and Budget Narrative (Web-based Form)	15
Indirect Cost Rate Agreement (if applicable)	15

Financial Management Questionnaire (including applicant disclosure of high-risk status)	15
Disclosure of Process Related to Executive Compensation	15
Additional Application Components	15
Tribal Authorizing Resolution	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
Applicant Disclosure and Justification – DOJ High Risk Grantees (if applicable)	16
How to Apply	17
Submission Dates and Time	17
Application Review Information	17
Review Criteria	17
Review Process	18
Federal Award Administration Information	19
Federal Award Notices	19
Administrative, National Policy, and Other Legal Requirements	19
Information Technology (IT) Security Clauses	19
General Information about Post-Federal Award Reporting Requirements	19
Federal Awarding Agency Contact(s)	19
Freedom of Information and Privacy Act (5 U.S.C. 552 and 5 U.S.C. 552a)	20
Provide Feedback to OJP	20
Application Checklist	20
.	23

Program Description

Overview

The Justice Information Sharing Training and Technical Assistance (JIS TTA) Program is intended to strengthen counterterrorism efforts, reduce violent crime, support law enforcement and prosecutors, and protect officers and other public safety personnel. It supports state, local, territorial, and tribal criminal justice agencies' efforts to adopt effective justice information-sharing solutions by providing them with TTA services.

The purpose of this BJA JIS TTA solicitation is to solicit applications to manage the Regional Information Sharing Systems (RISS) Technology Support Center (RTSC).

Statutory Authority

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 JIS TTA Program supports RISS by providing information-sharing and technology solutions, investigative and analytical services, training, and officer safety resources to thousands of local, state, federal, and tribal criminal justice agencies nationwide. This includes maintaining the infrastructure to support the six RISS Centers and continuing to operate, maintain, and upgrade the RISS Secure Cloud that provides access to millions of intelligence and investigative records, connecting disparate systems, and serving as the gateway for hundreds of resources, including the RISS Criminal Intelligence Database (RISSIntel) and the RISS Officer Safety Event Deconfliction System (RISSafe).

The JIS TTA Program will also collaborate with partners to coordinate national programs where RISS is a partner or participant, including the secure sharing of information with other sensitive but unclassified systems.

In order to be eligible for funding under this solicitation, applicants must submit proposals that describe projects that are national in scope. For the purpose of this solicitation, "national in scope" is defined as projects whose goals and proposed TTA services are relevant to criminal justice agencies and their partners throughout the country, without restriction to geographic area or a particular jurisdiction.

Initiatives supported under this solicitation must adopt strategies consistent with the DOJ Global Standards Package (GSP) and support criminal justice policies and practices. Prospective applicants are encouraged to fully research and understand the scope of the underlying criminal justice challenges prior to applying. Applicants must adhere to all national guidelines and expectations as set forth by BJA. For more information on GSP, visit <https://it.o>

jp.gov/GSP.

Goals, Objectives, Deliverables, and Timeline

Goals

The goal of JIS TTA is to continue the efficient and effective sharing of information between criminal justice agencies and their partners, which is critical to preserving public safety and ensuring the fair and expeditious administration of justice. In the current fiscal environment of reduced resources at all levels of government, the ability to share information and collaborate across organizations remains one of the most important factors to enable communities to address their most pressing criminal justice problems in cost-effective ways.

Objectives

Following are the objectives for this program:

- **Leverage Global Justice Information Sharing Initiative (Global) tools**
BJA expects the grantee under this program to fully understand, promote, and assist in the implementation of DOJ's Global Standards Package, which includes the Global Reference Architecture, the National Information Exchange Model (NIEM), Global Federated Identity and Privilege Management, and the Global Privacy Technology Framework. For more information about GSP, visit <https://it.ojp.gov/GSP>
- **Utilize and work in conjunction with existing programs, systems, and agencies**
The grantee will use and support particular implementation sites across the country—including active BJA grantees—to promote the successful completion of project deliverables utilizing Global tools and methodologies that have been proven to enable effective multijurisdictional collaboration and data sharing. This would include working in conjunction with federal agencies (FBI, DHS, etc.) and state, local, tribal, and territorial agencies.
- **Capacity to support the complete RISS mission and the services provided**
The grantee must have the technical knowledge, skills, and experience to manage current RISSNet operations and connections, implement required enhancements as needed for the RISSNet secure infrastructure, and facilitate expansion of the variety of data sources currently provided over the network (e.g., RISSafe, RISSGang, RISSIntel, etc.). The grantee's skill set must also include knowledge on how to maintain and enhance technical services specifically involving identity management, encrypted virtual private network (VPN) connections, and secure email systems and leverage GSP, which includes NIEM. An overview of RISS, RISSNet, and the services provided is available at www.riss.net/Default/Overview.

Deliverables

Deliverables may include tasks assigned by DOJ for the purpose of ensuring adequate security controls and privacy protection mechanisms are in place for websites, in particular those within the .gov domain, and especially those that may include any personally identifiable information or involve direct communication with external users. This may include, but is not limited to, certification and accreditation, quarterly certification statements, or other artifacts requested by OJP's Office of the Chief Information Officer.

Applicants must demonstrate the capacity to support the complete RISS mission and the services provided, fulfill the grant reporting requirements for BJA, and have the capability to develop comprehensive reports by aggregating information from the six RISS Centers.

The following activities and deliverables are expected, at a minimum:

- Conducting reviews, policy evaluation, and program analysis to inform RISS operational functions, improve RISS levels of service to the field, and provide a basis for strategic planning of future capabilities.
- Facilitating collaborative efforts with RISS partner organizations to support national and regional meetings and events to include scheduling and coordination of the RISS directors meetings.
- Coordinating and facilitating RISS Policy Board Group and other working group meetings, committee meetings, and project meetings as directed by the RISS directors and BJA to include assisting with agenda development, identifying meeting locations, sending meeting invitations, and other meeting management responsibilities.
- Developing RISS national reports and submitting aggregated RTSC statistics as required by the performance measures.
- Planning and collaborating with RISS Center directors to support national and regional meetings and events to include scheduling, identifying meeting locations, sending invitations to attendees, and meeting management. This would include RISS National Policy Board and information technology meetings with the RISS Center directors, technical staff, partners, and other representatives.
- Developing deliverables and publications for the RISS Program, RISS data sources, and working groups when specifically identified by RISS or BJA or when RISS is a partner in a project. This would include, but not be limited to, developing both print and electronic materials (including CDs/DVDs), document printing and distribution, online seminars (webinars), and other tools.
- Continued management of the public RISS website and maintaining, at a minimum, all online content pertaining to the RISS National Policy Board, RISS national initiatives, and other RISS-related materials and reports.
- Developing and disseminating outreach materials as directed by the RISS Center directors and BJA to the six RISS Centers and national groups upon request. These materials shall be informative about the RISS Program and/or a specific RISS project (e.g., RISSafe, RISSGang, etc.)
- Serving as the fiscal agent on behalf of the RISS Policy Board for RISS Technology with responsibility for payroll, health benefits, pension, travel for RTSC staff, purchase of hardware/software or other technology services, signing lease agreements for RISS facilities, and provision of legal services.
- Operating, maintaining, and upgrading RISSNET; supporting member connectivity and access; maintaining and enhancing the functionality, resources, and capabilities of the RISS portal and infrastructure; and providing other services as needed to further

enhance RISS applications as directed by the RISS Directors Association (RDA) members and the RDA Chair.

- Collaborating with partners to coordinate national programs where RISS is a partner or participant to include the secure sharing of information with other secure but unclassified (SBU) systems. This would also include connecting additional intelligence data sources to the existing RISS nationwide federated intelligence search tool.
- Maintaining a web-based online registration process (OLR) for the purpose of creating a law enforcement Identity as a Service (IDaaS) to support law enforcement vetting options, creating electronic workflows that aid in the vetting process, and creating the capability to create accounts from the initial registration site/post-vetting process.
- Updating an event deconfliction multimedia (video) outreach training piece, as needed, so it can be distributed and posted to various locations and sites, can be leveraged for roll call purposes, and can be used for training and other educational opportunities. This would include new educational items deemed necessary.
- Continue to work in event deconfliction and to participate in efforts to further deconfliction efforts as they relate to information sharing and cybercrime. This will include a continued partnership with the three existing deconfliction systems: **RISSSafe**, which is operated by RISS and used by RISS member law enforcement agencies, including some High Intensity Drug Trafficking Areas (HIDTAs), fusion centers, and other entities; **Case Explorer**, which is operated by the Washington/Baltimore HIDTA and used by other HIDTAs and law enforcement agencies around the country; and **SAF ETNET**, which is also used by some HIDTAs throughout the country, and this work will include the Drug Enforcement Agency's El Paso Intelligence Center (EPIC).

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."

Federal Award Information

Awards, Amounts and Durations

Anticipated Number of Awards

1

Anticipated Maximum Dollar Amount of Awards

\$5,000,000.00

Period of Performance Start Date

10/1/21 12:00 AM

Period of Performance Duration (Months)

12

Anticipated Total Amount to be Awarded Under Solicitation

\$5,000,000.00

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

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

(Who may apply):

- State governments
- County governments

- Native American tribal organizations (other than Federally recognized tribal governments)
- Native American tribal governments (Federally recognized)
- Nonprofits having a 501(c)(3) status with the IRS, other than institutions of higher education
- Nonprofits that do not have a 501(c)(3) status with the IRS, other than institutions of higher education
- For profit organizations other than small businesses
- Other

For purposes of this solicitation, “state” means any state of the United States, the District of Columbia, the Commonwealth of Puerto Rico, the Virgin Islands, Guam, American Samoa, and the Commonwealth of the Northern Mariana Islands.

Under this solicitation, applicants are limited to public agencies, as listed above, that perform criminal justice functions, public or private entities (including, but not limited to, for-profit (commercial), nonprofit organizations (including tribal nonprofit and for-profit organizations), and federally recognized Indian tribal governments (as determined by the Secretary of the Interior) that perform law enforcement functions on a national level to improve the functioning of the criminal justice system.

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,
- Proposal 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 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 10 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

State the problem/issue that needs to be addressed and how it will be addressed. Include data and information used to identify the problem and demonstrate that the applicant understands the nature and dimension of the problem.

- b. Project Design and Implementation

- Describe the TTA approach to address the identified problem and how positive

outcomes will be evaluated.

- Describe the criminal justice context in which the problem exists, and explain how the applicant is suited to address the problem within the context of the grant program.
- Describe the current level of readiness to implement the proposed solution. Identify any issues or challenges related to implementation readiness, and explain how these will be addressed through this project.
- Explain how evidence-based practices (or those practices requiring further study) will be identified and explored in partnership with BJA and other federal partners to encourage broader adoption of proven strategies.
- Identify additional resources necessary for successful project completion such as outside partners, state/local practitioner groups, etc.

c. Capabilities and Competencies

Fully describe the applicant's capabilities to implement the project successfully and the competencies of the staff assigned to the project. In addition, applicants should demonstrate sound knowledge of GSP and describe any current or previous experiences using GSP to enhance information sharing.

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

Describe the process for measuring project performance. Identify who will collect the data; who is responsible for performance measurement; and how the information will be used to guide and evaluate the impact of the program. Describe the process to accurately report implementation findings and, specifically, the impact of the solution on criminal justice operational practices. Applicants should identify and describe both the outputs and outcomes they anticipate as a result of their proposed implementation strategy and a process for measuring them.

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."

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

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

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 JIS TTA 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.

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 as an attachment in JustGrants. See the “Application Attachments” section of the [OJP Grant Application Resource Guide](#) for information.

Additional Application Components

Applicants will attach the additional requested documentation in JustGrants.

Tribal Authorizing Resolution

If applicable, applicants will submit the Tribal Authorizing Resolution by uploading the resolution as

an attachment in JustGrants. An application in response to this solicitation may require inclusion of information related to a tribal authorizing resolution as an attachment. See the [OJP Grant Application Resource Guide](#) for information on tribal authorizing resolutions.

Research and Evaluation Independence and Integrity Statement

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

Disclosures and Assurances

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](#).

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

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

How to Apply

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

Applicants will submit the **full application** including attachments in JustGrants at [JustGrants.usdoj.gov](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 April 5, 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 19, 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 (20%) - evaluate the applicant's understanding of the program/issue to be addressed.
2. Project Design and Implementation (40%)- evaluate the adequacy of the proposal, including the goals, objectives, timelines, milestones, and deliverables.
3. Capabilities and Competencies (20%) - 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 (15%) - 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, available funding, past performance, knowledge and technical abilities to support this project, working relationships with other national organizations, nationwide capacity, 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, 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.)

Federal Awarding Agency Contact(s)

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

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

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 Justice Information Sharing Training and Technical Assistance (JIS TTA) Program FY 2021 Competitive Grant Announcement

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, 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) is TBD based on allocation

Eligibility Requirement:

- State governments
- County governments
- Native American tribal organizations (other than Federally recognized tribal governments)
- Native American tribal governments (Federally recognized)
- Nonprofits having a 501(c)(3) status with the IRS, other than institutions of higher education
- Nonprofits that do not have a 501(c)(3) status with the IRS, other than institutions of higher education
- For profit organizations other than small businesses
- Other

Under this solicitation, applicants are limited to public agencies, as listed above, that perform criminal justice functions, public or private entities (including, but not limited to, for-profit (commercial), nonprofit organizations (including tribal nonprofit and for-profit organizations), and federally recognized Indian tribal governments (as determined by the Secretary of the Interior) that perform law enforcement functions on a national level to improve the functioning of the criminal justice system.

- 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 NCJRS regarding technical difficulties toll-free at 800–851–3420; via TTY at 301–240–6310 (hearing impaired only); email grants@ncjrs.gov; fax to 301–240–5830; or web chat at <https://webcontact.ncjrs.gov/ncjchat/chat.jsp>. The NCJRS Response Center hours of operation are 10:00 a.m. to 6:00 p.m. eastern time, Monday–Friday, and 10:00 a.m. to 8:00 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 Detail Worksheet and Budget Narrative (web-based form)*
- Information to Complete the Application for Federal Assistance (SF-424) in Grants.gov
- Standard Applicant Information (SF-424 info from Grants.gov)

Budget and Associated Documentation

- Budget Worksheet and Budget Narrative (Web-based form)
- Indirect Cost Rate Agreement (if applicable) (see [OJP Grant Application Resource Guide](#))
- Financial Management and System of Internal Controls Questionnaire (see [OJP Grant Application Resource Guide](#))
- Disclosure of Process related to Executive Compensation

Additional Application Components

- Tribal Authorizing Resolution (if applicable) [insert if applicable] (see [OJP Grant Application Resource Guide](#))
- Research and Evaluation Independence and Integrity [insert if listed in the solicitation] (see [OJ](#))

[P Grant Application Resource Guide](#))

- 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 (Pending Applications) (see [OJP Grant Application Resource Guide](#))
- DOJ Certified Standard Assurance (see [OJP Grant Application Resource Guide](#))
- DOJ Certifications Regarding Lobbying; Debarment, Suspension and Other Responsibility Matters; and Drug-Free Workplace Requirements (see [OJP Grant Application Resource Guide](#))
- Applicant Disclosure and Justification - DOJ High Risk Grantees (if applicable) (see [OJP Grant Application Resource Guide](#))

Submit Application in JustGrants:

- Application has been successfully submitted in JustGrants

If JustGrants Application Submission, Validation, or Error Notifications are Received:

- Contact JustGrants.Support@usdoj.gov or 833-872-5175 regarding technical difficulties