



BJA FY 2023 Comprehensive Opioid, Stimulant, and Substance Use Program Training and Technical Assistance

Assistance Listing Number # 16.838

Grants.gov Opportunity Number: O-BJA-2023-171622

Solicitation Release Date: February 23, 2023 4:00 PM ET

Step 1: Application Grants.gov Deadline: April 18, 2023 8:59 PM ET

Step 2: Application JustGrants Deadline: April 25, 2023 8:59 PM ET

Overview

The [U.S. Department of Justice \(DOJ\)](#), [Office of Justice Programs \(OJP\)](#), [Bureau of Justice Assistance \(BJA\)](#) seeks applications for training and technical assistance to develop comprehensive strategies to respond to the overdose crisis and the impacts of opioid, stimulant, and other substance use and misuse on individuals and families. This program furthers the Department's mission by providing resources to support state, local, tribal, and territorial efforts to respond to illicit substance use and misuse; reduce overdose deaths; promote public safety; and support access to prevention, harm reduction, treatment, and recovery services in the community and justice system.

This solicitation incorporates guidance provided in the [OJP Grant Application Resource Guide](#) which provides additional information for applicants to prepare and submit applications to OJP 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

Competition ID	Category *	Number of Awards	Dollar Amount for Award	Performance Start Date	Performance Duration (Months)
C-BJA-2023-00045-PROD	1a: Community Based Overdose Response and Services, and First Responder & Law Enforcement Deflection	1	\$3,500,000	10/1/23 12:00 AM	24
C-BJA-2023-00046-PROD	1b: Pretrial, Prosecution, Defense Counsel, and Courts	1	\$2,000,000	10/1/23 12:00 AM	24
C-BJA-2023-00047-PROD	1c: Jails/Prisons, Reentry, and Community Corrections	1	\$3,500,000	10/1/23 12:00 AM	24
C-BJA-2023-00048-PROD	1d: States	1	\$3,000,000	10/1/23 12:00 AM	24
C-BJA-2023-00049-PROD	2a: Access to Treatment, Peer Recovery, and Other Recovery Support Services	1	\$2,500,000	10/1/23 12:00 AM	24
C-BJA-2023-00050-PROD	2b: Data/Information Sharing and Research/Evaluation Support	1	\$1,500,000	10/1/23 12:00 AM	24

Eligible Applicants:

For profit organizations other than small businesses, 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, Private institutions of higher education, Public and State controlled institutions of higher education, Small businesses

Applicants must clearly designate under which subcategory they are applying. Applicants seeking to provide TTA exclusively for tribal jurisdictions should apply under the separate, BJA-funded Tribal Justice Training and Technical Assistance solicitation, which will also be released this year.

An applicant entity may submit more than one application, if each application proposes a different project in response to the solicitation. Also, an entity may be proposed as a subrecipient (subgrantee) in more than one application.

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 2023 solicitation in future fiscal years, dependent on, among other considerations, the merit of the applications and the availability of appropriations.

Contact Information

For assistance with the requirements of this solicitation, contact the OJP Response Center at 800-851-3420, 301-240-6310 (TTY for hearing-impaired callers only), or grants@ojpds.gov. The OJP Response Center operates from 10:00 a.m. to 6:00 p.m. eastern time (ET) Monday–Friday, and 10:00 a.m. to 8:00 p.m. ET on the solicitation close date.

Submission Information

Registration: Before submitting an application, all applicants must register with the System for Award Management (SAM). You must renew and validate your registration every 12 months. If you do not renew your SAM registration, it will expire. An expired registration can delay or prevent application submission in Grants.gov and JustGrants. Registration and renewal can take up to 10 business days to complete.

Submission: Applications must be submitted to DOJ electronically through a two-step process via Grants.gov and JustGrants.

Step 1: The applicant must submit by the Grants.gov deadline the required **Application for Federal Assistance standard form (SF-424)** and a **Disclosure of Lobbying Activities (SF-LLL)** form when they register in Grants.gov at <https://www.grants.gov/web/grants/register.html>. **Submit the SF-424 and SF-LLL as early as possible, but no later than 48 hours before the Grants.gov deadline. If an applicant fails to submit in Grants.gov, they will be unable to apply in JustGrants.**

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

Step 2: The applicant must submit the **full application**, including attachments, in JustGrants at [JustGrants.usdoj.gov](https://www.justgrants.usdoj.gov) by the JustGrants application deadline.

For technical assistance with submitting the **full application** in JustGrants, contact the JustGrants Service Desk at 833-872-5175 or JustGrants.Support@usdoj.gov. The JustGrants Service Desk operates 7 a.m. to 9 p.m. ET Monday–Friday and 9 a.m. to 5 p.m. ET on Saturday, Sunday, and Federal holidays.

OJP encourages applicants to review the **"How To Apply"** section in the [OJP Grant Application Resource Guide](#) and the [JustGrants website](#) for more information, resources, and training. Applicants should maintain all receipts and confirmations received from SAM.gov, Grants.gov, JustGrants systems.

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Program Description

Overview

OJP is committed to advancing work that promotes civil rights and racial equity, increases access to justice, supports crime victims and individuals impacted by the justice system, strengthens community safety and protects the public from crime and evolving threats, and builds trust between law enforcement and the community.

With this solicitation, BJA intends to select training and technical assistance (TTA) providers to form a collaborative to support the Comprehensive Opioid, Stimulant, and Substance Use site-based Program (COSSUP). Providers will support states, tribes, and units of local government to plan, develop, and implement comprehensive efforts that identify, respond to, treat, and support those impacted by the use and misuse of opioids, stimulants, and other substances. The collaborative will be responsible for supporting more than 400 active COSSUP grantees and deliver TTA to tribal, state, and local justice and substance use treatment and public health agencies, recovery support organizations nationwide, and other communities impacted by the substance use epidemic. The TTA collaborative will work closely with a TTA coordination and demonstration provider who was selected in a prior solicitation and also oversees a repository of information on the [online Resource Center](#). These providers will offer content for this repository.

Statutory Authority

Department of Justice Appropriations Act, 2023 (Pub. L. No. 117-328; 136 Stat. 4459, 4537).

Specific Information

Initially declared a public health emergency in October 2017, the opioid crisis remains a significant public health emergency. This crisis continues to take a devastating toll on the lives of individuals, families, and communities across the Nation. In recent years, the increase in synthetic opioids in the Nation's drug supply has only served to exacerbate and expand the reach of this devastation with over 100,000 drug overdose deaths in 2021, an increase of almost 15 percent from the prior year. Centers for Disease Control and Prevention data also show that overdose deaths disproportionately impact Black and American Indian/Alaska Native people.

In addition to the impacts of substance use on individuals and families, this crisis also impacts communities, first responders, the criminal justice system, child welfare and foster care, and behavioral health and public health systems. COSSUP resources are designed to support efforts that respond to, treat, and support those impacted by this crisis, particularly those who have been historically underserved, marginalized, and adversely affected by persistent poverty and inequality. These efforts can include community-based prevention programs, diversion from the criminal justice system through law enforcement and other first responder-based responses and court-based programs, as well as programming in jails, prisons, and community re-entry to improve access to substance use disorder treatment and recovery services.

The Comprehensive Opioid, Stimulant, and Substance Use site-based Program supports efforts within jurisdictions to respond to substance use and misuse; reduce overdose deaths; promote public safety; and support access to prevention, harm reduction, treatment, transitional housing and recovery services in the community and justice system. Since 2017, BJA has supported this innovative work in over 400 grantee sites. BJA anticipates adding more sites each year over the lifetime of this cooperative agreement. Examples of successful projects from past years, which the collaborative will be expected to support, can be found at <http://www.cossapresources.org/>.

The selected TTA providers will assist BJA grantees in accomplishing the objectives of the overall program and the objectives of their specific grant-funded projects. Additionally, they will be responsible for responding to ad hoc requests for assistance from the field. Approaches to TTA provision will vary according to the specific needs of the grantee or requestor. Mechanisms for providing TTA may include conference calls, virtual and onsite consultation, video conferencing, webinars, publications, peer-to-peer learning sessions, coaching, communities of practice, customized resource packets, facilitated sessions, trainings/national conferences, and guided planning, among others.

Please note that this solicitation seeks applicants that propose to deliver nationwide TTA, prioritizing active grantees over the field at large. However, it is BJA's expectation that selected TTA providers maintain ongoing awareness and understanding about the emerging needs of practitioners to generate products and resources for the field at large.

BJA oversees a large and active portfolio of TTA to support its grantees and the field. Consistent with BJA's use of cooperative agreements as the funding mechanism for these awards, these awards will be led in close consultation and approval by BJA. Several principles guide BJA's training and technical assistance (TTA):

1. **Informed by data, needs of the field and research to provide efficient and consistent delivery of services** – TTA partners should actively gather input from grantees and the field as well as the latest research and data on various topics related to drug dependence and emerging issues to inform the approach and feasibility of the training and TA plan. Proposed approaches should employ adult learning theory and evidence-based research on effective practices, and leverage technology to enhance quality of services.
2. **Reaches the field where they are and seeks to reach a broader audience** – TTA partners should ensure that their TTA strategies are equitable, flexible and can be useful for persons and agencies with varying levels of capacity and experience. TTA partners should have a diverse team that can effectively work with the field and bring creative ideas into expanding the impact of BJA's TTA.
3. **Is designed to assess impact and refined to better accomplish goals** TTA partners should have a plan to ensure their strategies are implemented with fidelity, to assess how well those being served are engaged and applying what is learned, and to assess the intended outcome and refine the approach.
4. **Is proactively managed, anticipating BJA processes and approvals, and shares updates and current and relevant information to the field and those served** – TTA partners should use proactive, project management to ensure planning and problem solving to accomplish goals and to ensure BJA and those being served are aware of status of TTA, that TTA is coordinated closely with other BJA partners, and that funds are being used effectively. In addition, the TTA resources should be available to the field and proactively marketed.

A description of the active grantees and their program profiles can be found within the [Resource Center](#).

Goals, Objectives, and Deliverables

Goals

The goal of the COSSUP TTA collaborative is to assist grantees and the field in reducing the impact of opioids, stimulants, and other substances on individuals and communities, including a reduction in the number of overdose fatalities, as well as to mitigate the impacts on crime victims by supporting comprehensive, collaborative initiatives.

Objectives

Applicants should address the objectives that are relevant to their proposed program/project in the Goals, Objectives, Deliverables and Timeline web-based form.

The selected TTA providers will assist BJA grantees in building their capacity to successfully accomplish the objectives of the overall program and the objectives of their specific grant-funded projects.

The selected TTA providers will enhance the quality and reach of services for the field through collaborative approaches with the other COSSUP-funded TTA providers to respond to requests from BJA, grantees, the field, and other federal agencies, as well as to support the online [Resource Center](#) to promote and advance the work of the COSSUP TTA providers.

Category 1: Training and Technical Assistance: National Support and Targeted Support for Specific COSSUP Grantees

Category 1a: National COSSUP Community Based Overdose Response and Services, and First Responder & Law Enforcement Deflection Training and Technical Assistance Program

The objective of this program is to help local communities plan, implement, sustain, and enhance community-based overdose responses as well as initiatives led by law enforcement agencies or other first responders that respond to the overdose crisis, such as deflection and diversion.

Category 1b: National COSSUP Pretrial, Prosecution, Defense Counsel, and Courts Training and Technical Assistance Program

The objective of this program is to help local communities divert justice-involved persons with substance use disorders to community-based treatment and develop or enhance programming and support services during the pretrial and court adjudication phases of justice processing. These efforts should focus particularly on support to prosecutors' offices, defense counsel, court staff, pretrial agencies, and the judiciary.

Category 1c: National COSSUP Jails/Prisons, Reentry, and Community Corrections Training and Technical Assistance Program

The objective of this program is to help local communities enhance services provided to pre- and post-trial populations in jails and post-trial in prisons with an emphasis on collaboration among courts, community corrections, and community-based substance use services agencies to implement or expand evidence-based substance use disorder treatment and recovery services, including, for example, medication-assisted treatment (MAT), for individuals during incarceration and continuing to support treatment and recovery efforts upon reentry and/or while under supervision in the community. The TTA provider should expect to support local or regional jails, prisons, and their partners in establishing a comprehensive approach to treating individuals with substance use disorders pre-release and working with community corrections and community-based partners to continue treatment services and recovery support services upon release to the community. The TTA provider should also expect to support partnerships and linkages with state agencies, including Medicaid agencies, to support access to treatment and continuity of services pre- and post-release.

Category 1d: COSSUP State-based Training and Technical Assistance Program

The objective of this program is to facilitate strategic planning and provide direct support to state agencies receiving grant funds under all COSSUP site-based solicitations, as well as the local communities served by the state COSSUP projects. The selected provider will work with other COSSUP TTA providers or other subject matter experts to provide TTA to COSSUP statewide grantees.

Category 2: National Training and Technical Assistance: National Support and General Support of All COSSUP Grantees

Category 2a: Access to Treatment, Peer Recovery and Other Recovery Support Services Training and Technical Assistance Program

The objective of this program is to prioritize support for COSSUP grantees and the field, including justice system agencies and their partners to increase access to evidence-based treatment, including MAT, and recovery support with a focus on peer recovery, as a component of a successful community reintegration.

Category 2b: Data/Information Sharing and Research/Evaluation Support Training and Technical Assistance Program

The objective of this program is to provide direct support to states and local COSSUP grantees to enhance data/information sharing, data translation and visualization, and research and evaluation methodologies (process/implementation/outcome/impact) to monitor and assess the implementation and progress of grant activities, and to guide community priorities.

Deliverables

The selected TTA providers will engage with assigned grantees and/or the field and build capacity to understand and address the topics outlined in this solicitation. As part of this work, they will develop resources for the areas of expertise outlined in this solicitation for both grantees and the field at large.

Required deliverables for all applicants include:

1. Build an approach that is responsive to the needs of grantees assigned to the given TTA provider.
 - a. Assess the needs of the defined audience and develop strategies to expand awareness and build skills and knowledge. Create work plans based on the goals outlined in grantees' funded solicitations. The work plan should be developed in consultation with the grantee and presented to BJA staff and include tools such as spreadsheets or online dashboards developed and maintained by the TTA provider to track execution of key tasks and progress toward goals. This should be completed within 90 days of budget clearance for the new award.
 - b. Anticipate, quickly identify, and address challenges that arise during delivery of TTA. Discuss challenges and proposed solutions during monthly calls with assigned BJA staff.
 - c. Include in all training provided with BJA funding a mechanism for pre- and post-testing of knowledge and other assessment of impact.
2. Proactively work with grantees to support successful implementation, including where relevant to:
 - a. Make sure the grantees address governance, program design, performance measure collection, and sustainability throughout the life of their projects.
 - b. Provide subject matter expertise to support an annual grantee orientation webinar and assist with planning the annual national COSSUP meeting. This includes identifying speakers and facilitating sessions at the meeting.
 - c. Assign each grantee a TTA coach to assess and identify grantee TTA needs, including a summary of the assessment findings for the grantee and recommended next steps, to improve program performance to be shared with BJA. Each coach should have the skills, experience, expertise, and time needed to move their assigned grantees toward their goals. TTA coaches should have consistent, scheduled bimonthly calls with grantees. Assigned coaches must provide follow-up information regarding the grantees' implementation of the recommendations that were provided. Prior to assigning coaches, the award recipient must provide BJA with a list of TTA coaches and their expertise.
 - d. Review quarterly BJA progress reports and identify both common and unique needs to inform the TTA strategy.
 - e. Assist grantees in the collection of performance measure data for submission to the Performance Measurement Tool (PMT) and Just Grants.
3. The TTA provider should prioritize responses to requests from practitioners and the field, in consultation with BJA. Not all ad hoc requests require an extensive response—some might require referral to resources or connection with other agencies for collaboration—but a limited number may require more thorough exploration and response.
 - a. In consultation with BJA, the TTA provider must design a process to evaluate requests for limited assistance from unfunded jurisdictions and agencies, triage requests that are received and respond to them efficiently and effectively, and produce regular (i.e., quarterly) written reports that summarize the support provided.
 - b. Identify the range of TTA services provided based on the level of assistance that is requested/required.
4. Build and maintain sufficient technical skill sets and experience to effectively complete the tasks under the award, including:
 - a. A vetted set of local and national subject experts (practitioners, academics) whose expertise and experience may be accessed as needed.
 - b. A set of diverse staff, trainers, and/or subject matter experts that reflect a mix of experiences and perspectives to be able to effectively reach the communities and practitioners they will serve.
 - c. A diverse set of providers, models, and/or subject matter experts with the skills to ensure culturally responsive programming for those who are at risk of involvement in the justice system who would benefit from the TTA strategies and related interventions. All selected TTA providers must have the capacity to provide support to grantees to increase access to prevention, treatment, and recovery support services around all aspects of diversity, equity, and inclusion.
 - d. With BJA's approval, the TTA provider will assign experts and report on and monitor the TTA services provide. The roles of the subject matter experts will vary depending on the task, so the TTA provider must develop protocols to define the scope of the role of the subject matter experts, when needed (e.g., trainer, development of a product, participating in webinars).
 - e. Knowledge of and a plan to manage BJA approval and reporting processes including for conferences, training for the field, publications, and online tools.
5. The TTA provider must proactively build knowledge and capacity for the field in the areas outlined in the subcategories of this solicitation.
 - a. Coordinate and support a presence at national meetings and conferences via workshops, panel presentations, and briefings.
 - b. Review trends from performance reporting, requests, and TTA needs assessments, and propose to and work with BJA on tailoring the TTA strategy to meet emerging needs and trends.
 - c. Provide support for national and federal partners on related projects and any external evaluators selected or approved by BJA to assess COSSUP programs.
6. The TTA provider must participate in ongoing collaboration and coordination. They will emphasize and actively engage in cross-organizational coordination, including:
 - a. Coordination in local jurisdictions. The TTA provider must be both aware of and in touch with other key, overlapping grants and initiatives and TTA providers in the jurisdictions in which it is providing assistance.
 - b. Coordination with other COSSUP TTA collaborative partners and the Resource Center. The TTA provider must coordinate, as necessary, with other COSSUP TTA providers to fully address TTA requests received from both grantees and the field, including collaboration with the selected TTA providers for Category 2b to ensure all grantees have access to TTA to support and foster researcher-practitioner partnerships.

- c. The TTA provider is also expected to collaborate on products with other COSSUP TTA providers as appropriate.
- d. All COSSUP TTA providers will be required to meet virtually at least quarterly. They must also participate in bi-weekly and monthly calls with BJA staff and the other COSSUP TTA providers. Finally, they must participate in one in-person meeting annually with BJA and other COSSUP TTA providers in Washington, DC.
- e. TTA providers must be aware of work of other federal agencies within their subject area, include federal partners in their work, and support BJA's activities with other federal partners.
- f. Coordination across stakeholder groups. The TTA provider must schedule regular meetings (e.g., quarterly stakeholder meetings, annual advisory board meeting) to allow for ongoing dialogue among relevant partners, including, at a minimum, federal partners, public/private partnerships, and special interest groups (e.g., peer support community).
- g. Collaboration with potential BJA fellows and BJA-supported evaluators to ensure evidence-based programs and principles are included within the program design.
7. The TTA provider must serve as a thought leader and information clearinghouse for relevant research and best practices. All products must be made available on the online Resource Center. The TTA provider must:
 - a. Create knowledge diffusion products (e.g., fact sheets, webinars) and disseminate them through the Resource Center and BJA's networks. This includes the identification of knowledge gaps in the field and/or specific practitioners and addressing the gaps through a variety of products or resources.
 - b. Provide, at a minimum, the following tools in their assigned areas: content for a minimum of four webinars and one podcast per year, including development of written materials and identification of speakers, and a minimum of two brief articles (approximately one page) every other month for the COSSUP newsletter and two substantive articles per year (approximately four to six pages) each year of the grant on topics identified in collaboration with BJA.
 - c. Maintain subject matter expertise to support the enhancement of a virtual training program. This training program will be part of the Online Learning Center housed under the Resource Center.
 - d. Convene practitioner learning communities, based on their respective projects/programs, to explore best practices and lessons learned
 - e. Disseminate best practices and lessons learned by attending and presenting at national, state, local, tribal, or other conferences and events related to award activities where officials and other stakeholders can learn about successful strategies. Grantees should present at a minimum of three national events and budget for attendance of three COSSUP grantees at each.
8. The President's Executive Order 13985 (Advancing Racial Equity and Support for Underserved Communities Through the Federal Government) established that affirmatively advancing equity, civil rights, racial justice, and equal opportunity is the responsibility of the whole of our government. To support the executive order, OJP added a funding priority for those COSSUP Site-based grantees who will provide services to underserved populations. As a result, COSSUP TTA providers must demonstrate the knowledge, skills, and propose innovative strategies they will employ to support COSSUP grantees as they bridge the gap to service delivery for underserved populations in the following areas:
 - a. Accessing onsite and virtual training and technical assistance
 - b. Dissemination of webinar, podcast, newsletters, curricula, and other related content
 - c. Targeted prevention and education to address stigma
 - d. Equal access to evidence-based treatment, including medication-assisted treatment
 - e. Transitional housing assistance and community reintegration
 - f. Peer learning or best practice information exchanges
 - g. Connectivity to national organizations and grass roots partners should be considered in the methodology
9. The TTA provider must maintain a contact list of grantees, subgrantees, and key contacts responsible for understanding grant and related activities, including interested state, local, and tribal contacts, and federal and national partners.
10. Provide quarterly reporting to BJA on the implementation status of assigned grantees, with a particular emphasis on grantees that are experiencing successes as well as those in need of programming or administrative support.
11. The TTA providers will all be expected to prepare and submit end-of-year annual reports, in addition to other required reporting. The template will be provided and submitted for BJA review. The report will include best practices and success stories, including site-based activity. These reports are on the calendar year and due 30 days after the end of the year.

Category 1 applicants should also address the additional deliverables for the applicable subcategory as detailed below.

Category 1a: National COSSUP Community Based Overdose Response and Services, and First Responder & Law Enforcement Deflection Training and Technical Assistance Program

1. A set of written products and tools that guide local efforts to establish law enforcement and other first responder partnerships with public health and behavioral health entities that respond to the overdose crisis and the impacts of opioid, stimulant, and other substance use and misuse on individuals and families.
2. Ongoing monitoring of program implementation and TTA needs and activities of approximately 100 grantees per year through quarterly phone calls with assigned coaches and the provision of direct TTA to support grantees' ability to meet the stated objectives of their grant program and adhere to the grant requirements, which may include office-based and onsite intensive technical assistance. Budget up to 15 two-person trips for 3 days and 2 nights.
3. Support to the law enforcement/first responder deflection mentor site program, including selection of new sites and coordination of peer-to-peer learning exchanges.
4. Up to 15 peer-to-peer exchange visits to support the law enforcement/first responder deflection mentor site program each year for the life of the grant. Travel costs for teams of three for 2 overnights and 3 days should be budgeted.
5. Within the first 12 months of the award, complete a publication that summarizes research to date on outcomes associated with law enforcement/first responder diversion programs and identifies areas of future research.
6. A set of novel written products and tools that guide local efforts to establish education and prevention programs that connect law enforcement agencies with K-12 students.
7. A set of novel written products and tools that guide local efforts to establish social services partnerships with law enforcement to rapidly respond to opioid overdoses where children are impacted.
8. Site-specific profiles of each COSSUP site-based grantee focused on first responder partnerships at three milestones: (1) at project initiation (describe the site-specific initiative, the project partners, and the project design), (2) at 12 months after project implementation (detail the preliminary project outcomes), and (3) 18 to 24 months after project implementation (report on the implementation results, including performance data).
9. Subject matter expertise to support an annual grantee orientation webinar and assist with planning the annual national COSSUP meeting. This includes identifying speakers and facilitating sessions at the meeting.

Category 1b: National COSSUP Pretrial, Prosecution, Defense Counsel, and Courts Training and Technical Assistance Program

1. A set of written products and tools that guide local efforts to establish or enhance pretrial, prosecution, or court diversion, as well as supporting the role of the prosecutor and defense attorney in diversion programming that respond to the overdose crisis and the impacts of opioid, stimulant, and other substance use and misuse on individuals and families.
2. Ongoing monitoring of program implementation and the TTA needs and activities of approximately 30 grantees per year through quarterly phone calls with assigned coaches and the provision of direct TTA to support grantees' ability to meet the stated objectives of their grant program and adhere to the grant requirements, which may include office-based and onsite intensive technical assistance. Budget up to 15 two-person trips for 3 days and 2 nights.
3. Written products and tools that identify the various roles and programming that include pretrial service agencies, prosecutors, defense counsel, and courts that focus on diverting individuals with substance use and co-occurring mental health disorders to treatment and recovery support services.
4. Direct TTA to up to 15 jurisdictions per year requesting assistance to support implementation of comprehensive approaches to treating individuals with substance use and co-occurring mental health disorders during the pretrial and court adjudication processes. Budget up to five two-person trips for up 3 days and 2 nights per year for onsite assistance.
5. Creation of, and ongoing support to, a mentor site program or programs for pretrial, prosecution, defense counsel, and courts, including selection of the initial sites and coordination of peer-to-peer learning exchanges. Up 10 sites that encompass these stakeholder groups will be selected through an application process.
6. Up to 15 peer-to-peer exchange visits to support the pretrial, prosecution, defense counsel, and courts mentor site program each year for the life of the grant. Travel costs for teams of three for 2 overnights and 3 days should be budgeted.
7. Within the first 12 months of the award, a publication that summarizes research to date on outcomes associated with pretrial, prosecution, defense counsel, and courts programming and identifies areas of future research.
8. Ongoing direct TTA to all assigned COSSUP grantees jurisdictions per year, which may include office-based and onsite intensive technical assistance.
9. Site-specific profiles of each COSSUP site-based grantee at three milestones: (1) at project initiation (describe the site-specific initiative, the project partners, and the project design), (2) at 12 months after project implementation (detail the preliminary project outcomes), and (3) 18 to 24 months after project implementation (report on the implementation results, including performance data).

Category 1c: National COSSUP Jails/Prisons, Re-entry, and Community Corrections Training and Technical Assistance Program

1. A set of written products and tools that guide local efforts to establish or enhance evidence-based treatment and recovery service engagement among pretrial and post-trial populations leaving confinement, with an emphasis on collaboration among courts, community corrections, and community-based treatment providers. This includes implementing or expanding evidence-based substance use disorder treatment services, including, for example, medication-assisted treatment, contingency management, motivational interviewing, and cognitive behavioral therapy for individuals during incarceration and continuing treatment and provision of recovery support services upon reentry. These tools should assist communities in understanding evidence-based program models, facilitating

- partnerships with relevant stakeholders, and assisting with establishing a data collection and information sharing process.
- Written products and tools to support local and regional jails and prisons to develop a comprehensive approach to treating individuals with substance use disorders (SUDs), including individuals with co-occurring mental health disorders, which starts with screening of all individuals entering the facility for substance use and risk of withdrawal, medically managing those at risk of withdrawal and assessing all those who test positive for SUDs, applying the results of assessments to develop evidence-based SUD treatment and recovery programming pre-release, and working with community corrections and community-based partners to continue treatment and recovery support services upon release to the community. This may also include state agency partners (e.g., Medicaid) to enroll or re-enroll individuals in coverage and/or connect individuals to providers and other support services in the community. Budget for up to four products a year.
 - Ongoing monitoring of program implementation and TTA needs and activities of approximately 80 grantees per year through quarterly phone calls with assigned coaches and the provision of direct TTA to support grantees' ability to meet the stated objectives of their grant program and adhere to the grant requirements, which may include office-based and onsite intensive technical assistance. Budget up to 15 two-person trips for 3 days and 2 nights.
 - Direct TTA to up to 60 jurisdictions per year requesting assistance to support implementation of comprehensive approaches to treating individuals with SUDs pre- and post-release, which may include office-based or onsite intensive technical assistance. Budget up to five two-person trips for up to 3 days and 2 nights per year for onsite assistance.
 - Subject matter expertise to provide training and technical assistance to local or regional jails and prisons seeking to implement or expand MAT in their facilities and maintain access to MAT upon release into communities. This requires experience working with both correctional leadership and health care professionals working in corrections settings to overcome barriers at the institution, program, attitudinal, regulatory, and system levels.
 - Written products and tools to support local and regional jails to work with relevant stakeholders to align substance withdrawal policy and practices with the Guidelines for Managing Substance Withdrawal in Jails. Budget for up to four products a year.
 - Maintain a pool of subject matter experts with experience and expertise in correctional health care, addiction medicine, implementation science, and jail administration to provide direct training and technical assistance to jurisdictions in need of support operationalizing the Guidelines for Managing Substance Withdrawal in Jails in their jurisdiction.
 - Maintain the jail-based treatment mentor program to advance implementation of MAT among correctional agencies by expanding the number and range of mentor programs that agree to host peer-to-peer learning exchanges.
 - Implement a withdrawal management mentor program to advance implementation of the Guidelines for Managing Substance Withdrawal in Jails. BJA anticipates selecting up to six mentor programs that agree to host peer-to-peer learning exchanges.
 - Up to 25 peer-to-peer exchange visits to support the above mentor programs each year for the life of the grant. Travel costs for teams of three for 2 overnights and 3 days should be budgeted.
 - Within the first 12 months of the award, complete a publication that summarizes the challenges associated with implementing Guidelines for Managing Substance Withdrawal in Jails in rural settings. The provider should plan to convene at least one roundtable that includes practitioners from rural communities.
 - Site-specific profiles of each COSSUP site-based grantee providing jail-based or community corrections treatment at three milestones: (1) at project initiation (describe the site-specific initiative, the project partners, and the project design), (2) at 12 months after project implementation (detail the preliminary project outcomes), and (3) 18 to 24 months after project implementation (report on the implementation results, including performance data).

Category 1d: COSSUP State-based Training and Technical Assistance Program

With guidance from BJA, the selected TTA provider will be responsible for the following deliverables:

- Ongoing monitoring of program implementation and TTA needs and activities of approximately 40 grantees and their subawardees per year through quarterly phone calls with assigned coaches and the provision of direct TTA to support grantees' ability to meet the stated objectives of their grant program and adhere to the grant requirements, which may include office-based and onsite intensive technical assistance. Budget up to 15 two-person trips for 3 days and 2 nights.
- Assistance for statewide grantees in implementation or training issues, as well as in collecting and reporting program performance measures and supporting program evaluation.
- Two-page briefs about each statewide grantee annually.
- An annual brief on the status of all statewide COSSUP projects that summarizes implementation issues, lessons learned, and the status of each statewide project.
- A minimum of four practitioner-friendly publications and resources on topics trending among statewide grantees.
- Site-specific profiles of each COSSUP site-based grantee focused on state responses to the overdose crisis and the impacts of opioid, stimulant, and other substance use and misuse on individuals and families at three milestones: (1) at project initiation (describe the site-specific initiative, the project partners, and the project design), (2) at 12 months after project implementation (detail the preliminary project outcomes), and (3) 18 to 24 months after project implementation (report on the implementation results, including performance data).

In addition to the overall deliverables listed for all COSSUP providers listed above, specific deliverables for Category 2 applicants include additional deliverables for the additional subcategory as detailed below.

Category 2a: Access to Treatment, Peer Recovery, and Other Recovery Support Services Training and Technical Assistance Program

With guidance from BJA, the selected TTA provider will be responsible for the following deliverables:

- Ongoing TTA (both remote and onsite) for all site-based COSSUP grantees interested in incorporating a peer recovery and/or other recovery support service components into their projects. This includes assisting with project design in the planning phase, facilitating partnerships with relevant stakeholders, and assisting with establishing a data collection process.
- At least one publication annually that highlights effective peer recovery support and other recovery support services models being used in the public safety, public health, and behavioral health fields.
- Support for up to 15 peer-to-peer exchange visits to the mentor peer recovery sites each year of the grant for the life of the grant. Travel costs for teams of three for 2 overnights and 3 days should be budgeted.
- Ongoing direct TTA to up to 60 jurisdictions per year, including office-based and onsite intensive technical assistance.
- Site-specific profiles of each COSSUP site-based grantee focused on peer recovery and other recovery support services at three milestones: (1) at project initiation (describe the site-specific initiative, the project partners, and the project design), (2) at 12 months after project implementation (detail the preliminary project outcomes), and (3) 18 to 24 months after project implementation (report on the implementation results, including performance data).
- Listening sessions with the field and coordination across the TTA partners to track trends and identify barriers to accessing treatment, peer recovery, and other recovery support services and identify tools and strategies to increase access, including exploration of how service providers can enhance recruitment and retention and be more responsive to the needs of those to be served.
- A virtual advisory board which supports partners on related projects and cooperates with any external evaluators selected or approved by BJA to assess site-based programs.

Category 2b: Data/Information Sharing and Research Support Training and Technical Assistance Program

With guidance from BJA, the selected TTA provider will be responsible for the following deliverables:

- Ongoing TTA (both remote and onsite) for all site-based COSSUP grantees with a researcher/evaluator and/or interested in enhanced data/information sharing or data visualization. This includes assisting with project design in the planning phase and assisting with establishing a data collection process.
- At least one publication annually that highlights effective evaluation models being used across the COSSUP grantees.
- Disseminate data collection and data sharing best practices and TTA to support their use. This should include at least one publication annually that highlights effective data collection and information sharing models being used across the COSSUP grantees.
- Ongoing, direct TTA to up to 60 jurisdictions per year, including office-based and onsite intensive technical assistance.
- Site-specific profiles of each COSSUP site-based grantee with a researcher/evaluator at three milestones: (1) at project initiation (describe the site-specific initiative, the project partners, and the evaluation design), (2) at 12 months after project implementation (detail the preliminary project outcomes), and (3) 18 to 24 months after project implementation (report on the implementation results, including performance data).
- Content for a minimum of six webinars and one podcast per year, including development of written materials and identification of speakers.
- A virtual advisory board which supports the partners on related projects and cooperates with any external evaluators selected or approved by BJA to assess the site-based programs.

The Goals, Objectives, and Deliverables are directly related to the performance measures that show the completed work's results, as discussed in the "Application and Submission Information" section.

Evidence-Based Programs or Practices

OJP strongly encourages the use of data and evidence in policymaking and program development for 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 projects and activities funded under this solicitation. For additional information and applicable documentation to be included in the application, see the [OJP Grant Application Resource Guide](#) section entitled "Information Regarding Potential Evaluation of Programs and Activities."

Federal Award Information

Solicitation Categories

Competition ID	Category *	Number of Awards	Dollar Amount for Award	Performance Start Date	Performance Duration (Months)
C-BJA-2023-00045-PROD	1a: Community Based Overdose Response and Services, and First Responder & Law Enforcement Deflection	1	\$3,500,000	10/1/23 12:00 AM	24
C-BJA-2023-00046-PROD	1b: Pretrial, Prosecution, Defense Counsel, and Courts	1	\$2,000,000	10/1/23 12:00 AM	24
C-BJA-2023-00047-PROD	1c: Jails/Prisons, Reentry, and Community Corrections	1	\$3,500,000	10/1/23 12:00 AM	24
C-BJA-2023-00048-PROD	1d: States	1	\$3,000,000	10/1/23 12:00 AM	24
C-BJA-2023-00049-PROD	2a: Access to Treatment, Peer Recovery, and Other Recovery Support Services	1	\$2,500,000	10/1/23 12:00 AM	24
C-BJA-2023-00050-PROD	2b: Data/Information Sharing and Research/Evaluation Support	1	\$1,500,000	10/1/23 12:00 AM	24

Awards, Amounts and Durations

Anticipated Number of Awards

6

Anticipated Maximum Dollar Amount of Awards

Category 1a: \$3,500,000; Category 1b: \$2,000,000; Category 1c: \$3,500,000; Category 1d: \$3,000,000; Category 2a: \$2,500,000; Category 2b: \$1,500,000

Period of Performance Start Date

10/1/23

Period of Performance Duration (Months)

24

Anticipated Total Amount to be Awarded Under Solicitation

\$16,000,000

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 the award-funded work's progress, when making continuation award decisions.

Availability of Funds

This solicitation, and awards under this solicitation, are subject to the availability of appropriated funds and to any modifications or additional requirements that may be imposed by the agency or by law. In addition, nothing in this solicitation is intended to, and does not, create any right or benefit, substantive or procedural, enforceable at law or in equity by any party against the United States, its departments, agencies, or entities, its officers, employees, or agents, or any other person.

Type of Award

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](#) for additional information.

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

Budget Information

Applicants should consider the most effective and efficient ways for reaching the field in proposing approaches to the work.

Note that grantees are prohibited from using federal funds to support activities that violate the Controlled Substances Act.

Cost Sharing or Matching Requirement

This solicitation does not require a match.

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

See the [QJP Grant Application Resource Guide](#) for information on pre-agreement costs (also known as pre-award costs).

Limitation on Use of Award Funds for Employee Compensation: Waiver

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

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

See the [QJP 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 [QJP Grant Application Resource Guide](#) for information on Costs Associated with Language Assistance.

Eligibility Information

For eligibility information, see the solicitation cover page.

For information on cost sharing or match requirements, see the "Federal Award Information" section.

Notice regarding law enforcement agencies: 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 2023 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 certification requirement, please visit <https://cops.usdoj.gov/SafePolicingEO> to access the Standards for Certification on Safe Policing for Safe Communities, the Implementation Fact Sheet, and the 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

Content of Application Submission

The following application elements must be included in the application to meet the basic minimum requirements to advance to peer review and receive consideration for funding:

- Proposal Abstract
- Proposal Narrative
- Budget Web-Based Form (The web-based form includes the budget details and the budget narrative.)

If QJP determines that an application does not include these elements, it will neither proceed to peer review, nor receive further consideration.

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

The SF-424 must be submitted in Grants.gov. It is a required standard form used as a cover sheet for submission of pre-applications, applications, and related information. See the [QJP Grant Application Resource Guide](#) for additional information on completing the SF-424.

In Section 8F of the SF-424, please include the name and contact information of the individual **who will complete the application in JustGrants**. JustGrants will use this information (*email address*) to assign the application to this user in JustGrants.

Intergovernmental Review: This solicitation ("funding opportunity") is **not** subject to [Executive Order \(E.O.\) 12372](#). In completing the SF-424, an applicant is to answer question 19 by selecting "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. The applicant will need to review the Standard Applicant Information in JustGrants and make edits as needed. Within this section, the applicant will need to add ZIP codes for areas affected by the project, confirm their Authorized Representative, and verify and confirm the organization's unique entity identifier, legal name, and address.

Proposal Abstract

A Proposal Abstract (no more than 400 words) summarizing the proposed project — including its purpose, primary activities, expected outcomes, the service area, intended beneficiaries, and subrecipients (if known) — must be completed in the JustGrants web-based form. This abstract should be in paragraph form without bullets or tables, written in the third person, and exclude personally identifiable information. Abstracts will be made publicly available on the QJP and USASpending.gov websites if the project is awarded. See the [QJP Grant Application Resource Guide](#) for an example of a proposal abstract.

For each Project Abstract:

- List the category of funding requested.
- State the legal name of the applicant and the title of the project.
- State the total federal amount requested for the life of the grant. This total amount should be the same amount listed on the SF-424.
- The applicant should briefly describe the level of subject matter expertise of the organization.
- The applicant should describe its experience in the following areas: (1) ability to provide TTA based on adult learning theory, (2) ability to tailor assistance to the target audience, (3) ability to develop and expand online and distance learning resources, (4) ability to develop uniform protocols for evaluating and reporting on programming and program trends, and 5) ability to respond to the Administration or Justice Department priorities

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 font; have no less than 1-inch margins; and should not exceed 20 numbered pages. If the Proposal Narrative fails to comply with these length restrictions, [Insert PO] may consider such noncompliance in peer review and in final award decision.

The Proposal Narrative must include the following sections:

- a. Description of the Issue

Describe the need for TTA, as well as the challenges grantees and requestors in the field face in planning, implementing, or expanding comprehensive efforts in the relevant subject matter area.

Provide a clear and concise statement that provides a thorough demonstration of why TTA is important, if applicable, as well as the scope of its potential resource contributions to the field.

b. Project Design and Implementation

Describe how the applicant will identify and assess the proposed assistance, and detail how effective TTA will be delivered.

Detail how the applicant will accomplish each of the items listed in the Deliverables section of this solicitation for the identified application subcategory.

Provide specific information on any materials to be developed and/or technical assistance to be provided.

Provide a complete description of the methods employed for TTA delivery (e.g., adult learning principles, development sources, distance learning, process for information assessment, and revision), including coordination of timelines for training approval.

Articulate the applicant's vision of the role of TTA for grantees and nongrantees, if applicable.

Demonstrate a comprehensive plan for transferring knowledge, best practices, and assistance to the criminal justice field, including a description of how the applicant would work on behalf of BJA and other partners in providing these services.

Provide a time task plan (with an estimated start date of October 1, 2023) with each project objective, activity, expected completion date, and responsible person or organization, and identify the percentage of time to be dedicated by individuals or organizations responsible for those tasks.

c. Capabilities and Competencies

Provide a detailed description of the capacity of the organization and the key personnel to deliver the required services and perform the key tasks outlined in the timeline.

Clearly articulate the organization's history of implementation of TTA on a national scale. Illustrate the ability to manage complex training/technical assistance/national center programs and projects effectively.

Describe the management structure, staffing, and in-house or contracted capacity to complete each of the potential trainings or projects outlined. Describe how the management structure and staffing will facilitate the delivery of the required services. The management and organizational structure described should match the staffing needs necessary to accomplish the tasks outlined in the Timeline/Time Task Plan.

Describe the qualifications/capabilities of any proposed subrecipients(s). These should tie clearly to any relevant memoranda of understanding or letters of support from partners.

Illustrate the ability to manage complex training/technical assistance/resource center programs and projects effectively.

Detail the organization's experience in supporting successful completion of training programs and projects.

Include résumé(s)/curricula vitae of key project staff demonstrating expertise and experience that is specific to the objectives and deliverables proposed.

Provide specific examples of the organization's experience partnering with other entities to generate products (e.g., TTA, resource centers).

Attach three examples of high quality products the organization has produced that demonstrate the ability to communicate effectively with stakeholders (e.g., fact sheet, research brief, link to archived webinar, TA final report with recommendations, graphics, etc.).

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

Describe the process you will use to measure the performance of your project. This should include adhering to project timelines, meeting deliverables schedules, obtaining input from customers, and seeking feedback from stakeholders. Identify the person or group who will be responsible for collecting and reporting the required performance measurement data outlined in the Performance Measures section.

Describe any baseline data that will be used, the method you will use to store data, and any safeguards you will put in place to protect personally identifiable information. Describe how you will use your findings to improve your program, and how you will share measurable results with customers and stakeholders.

Note: An applicant is **not** required to submit performance data with the application. Rather, performance measure information is included as a notification that award recipients will be required to submit performance data as part of each award's reporting requirements. Some measures are presented as examples, while others are the exact measures that every recipient will be expected to address.

OJP will require each award recipient to submit regular performance data that show the completed work's results. The performance data directly relate to the goals, objectives, and deliverables identified in the "Goals, Objectives, and Deliverables" discussion. Applicants can visit OJP's performance measurement page at www.ojp.gov/performance for an overview of performance measurement activities at OJP.

The performance measures can be found at: <https://bia.ojp.gov/performance-measures/ta-deliverable-performance-metrics.pdf>.

BJA will require award recipients to submit performance measure data in BJA's online Training and Technical Assistance Reporting Portal and separately submit a semi-annual performance report in JustGrants. BJA will provide further guidance on the post-award submission process, if the applicant is selected for award. More information on the reporting requirements can be found at: <https://bia.ojp.gov/funding/performance-measures/bja-training-and-technical-assistance-providers>.

Note on Project Evaluations

An applicant that proposes to use award funds through this solicitation to conduct project evaluations must follow the guidance in the "Note on Project Evaluations" section in the [OJP Grant Application Resource Guide](#).

Goal, Objective and Deliverables

The applicant will submit the project's goals, objectives, deliverables and timeline in the JustGrants web-based form. The applicant will also enter the projected fiscal year and quarter that each objective and deliverable will be completed. Please refer to the [Application Submission Job Aid](#) for step-by-step directions.

Goals. The applicant should describe the project's intent to change, reduce, or eliminate the problem noted in the previous section and outline the project's goals.

Program Objectives. The applicant should explain how the program will accomplish its goals. Objectives are specific, quantifiable statements of the project's desired results. They should be measurable and clearly linked to the goal.

Deliverables. Project deliverables refer to outputs—tangible or intangible—that are submitted within the scope of a project.

Budget and Associated Documentation

Applicants should consider the most effective and efficient ways for reaching the field in proposing approaches to the work. Submit a budget that is complete, cost effective, and allowable (e.g., reasonable, allocable, and necessary for project activities) and includes the required meetings budgeted for each year. The budget narrative should generally demonstrate how the applicant will maximize cost effectiveness of grant expenditures. The budget narrative should demonstrate cost effectiveness in relation to potential alternatives and the objectives of the project.

Budget Worksheet and Budget Narrative (Web-based Form)

The applicant will complete the JustGrants web-based budget form. For additional information, see the OJP Grant Application Resource Guide and the [Complete the Application in JustGrants – Budget](#) training.

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

See the section on Costs Requiring Prior Approval in the [DOJ Grants Financial Guide Post Award Requirements](#) for more information.

Indirect Cost Rate Agreement (if applicable)

If applicable, the applicant will upload their indirect cost rate agreement as an attachment in JustGrants. See the [OJP Grant Application Resource Guide](#) for more information on indirect costs.

Consultant Rate

See the [DOJ Grants Financial Guide](#) for information on the consultant rates which require prior approval from OJP.

Limitation on Employee Compensation; Waiver

See the [OJP Grant Application Resource Guide](#) for information on the Limitation on Use of Award Funds for Employee Compensation for Awards over \$250,000; Waiver.

Financial Management and System of Internal Controls Questionnaire (including applicant disclosure of high-risk status)

The applicant will download the questionnaire, complete it, and upload it as an attachment in JustGrants. See the [OJP Grant Application Resource Guide](#) for the link to the questionnaire and additional information.

Disclosure of Process Related to Executive Compensation

If applicable, the applicant will upload a description of the process used to determine executive compensation as an attachment in JustGrants. See the "Application Attachments" section of the [OJP Grant Application Resource Guide](#) for information.

Memoranda of Understanding (MOUs) and Other Supportive Documents

Applicants should include for each named partner, a signed Memorandum of Understanding (MOU), Letter of Intent, or subcontract that confirms the partner's agreement to support the project through commitments of staff time, space, services, or other project needs. For applications submitted from two or more entities, applicants are encouraged to develop and submit signed MOUs or signed Letters of Intent that provide a detailed description of how the agencies will work together to meet project requirements.

Each MOU or Letter of Intent should include the following: (1) names of the organizations involved in the agreement; (2) scope of the direct service(s) and other work to be performed under the agreement; (3) duration of the agreement. Subcontracts, MOUs, or Letters of Intent should be submitted as one separate attachment to the application.

Additional Application Components

The applicant will attach the additional requested documentation in JustGrants.

Curriculum Vitae or Resumes

Provide resumes of key personnel.

Letters of Support

Applicants should include, for each named partner entity, a signed Letter of Support that confirms the partner's agreement to support the project through commitments of staff time, services, or other project needs. Applications submitted from two or more entities are encouraged to submit signed Letters of Support that provide a detailed description of how the agencies will work together to meet project requirements.

Each Letter of Support should include the following: (1) names of the organizations involved in the agreement; (2) scope of the direct service(s) and other work to be performed under the agreement; (3) duration of the agreement. Letters of Support should be signed and then submitted as one separate attachment to the application.

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. The applicant will upload documentation of its research and evaluation independence and integrity as an attachment in JustGrants. For additional information, see the [OJP Grant Application Resource Guide](#).

Sample Products

Applicants should provide three examples of high quality products the organization has produced that demonstrate the ability to communicate effectively with stakeholders (e.g., fact sheet, research brief, link to archived webinar, TA final report with recommendations, graphics, etc.).

Disclosures and Assurances

The applicant will address the following disclosures and assurances.

Disclosure of Lobbying Activities

Complete and submit the SF-LLL in Grants.gov. Once the applicant submits in Grants.gov, this information will pre-pend into JustGrants. See the [OJP Grant Application Resource Guide](#) for additional information.

DOJ Certified Standard Assurances

Review and accept the DOJ Certified Standard Assurances in JustGrants. See the [OJP Grant Application Resource Guide](#) for additional information.

Applicant Disclosure of Duplication in Cost Items

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; Drug-Free Workplace Requirements; Law Enforcement and Community Policing

Review and accept the DOJ Certified Certifications Regarding Lobbying; Debarment, Suspension and Other Responsibility Matters; Drug-Free Workplace Requirements; Law Enforcement and Community Policing. See the [OJP Grant Application Resource Guide](#) for additional information.

Applicant Disclosure and Justification - DOJ High Risk Grantees

If applicable, submit the DOJ High Risk Disclosure and Justification as an attachment in JustGrants. A DOJ High Risk Grantee is an award 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; noncompliance with award terms and conditions on prior awards or is otherwise not responsible. See the [OJP Grant Application Resource Guide](#) for additional information.

How to Apply

Registration: Before submitting an application, all applicants must register with the System for Award Management (SAM). You must renew and validate your registration every 12 months. If you do not renew your SAM registration, it will expire. An expired registration can delay or prevent application submission in Grants.gov and JustGrants. Registration and renewal can take up to 10 business days to complete.

Submission: Applications must be submitted to DOJ electronically through a two-step process via Grants.gov and JustGrants.

Step 1: After registering with SAM, the applicant must submit the **SF-424** and **SF-LLL** in Grants.gov at <https://www.grants.gov/web/grants/register.html> by the Grants.gov deadline. **Submit the SF-424 and SF-LLL as early as possible, but no later than 48 hours before the Grants.gov deadline.** If an applicant fails to submit in Grants.gov, they will be unable to apply in JustGrants.

Step 2: The applicant must then submit the **full application**, including attachments, in JustGrants at [JustGrants.usdoj.gov](https://www.justgrants.usdoj.gov) by the JustGrants deadline.

Within 24 hours after receipt of confirmation emails from Grants.gov, the individual in Section 8F of the SF-424 will receive an email from DIAMD-NoReply@usdoj.gov with instructions on how to create a JustGrants account. Register the Entity Administrator and the Application Submitter with JustGrants as early as possible but no later than 48-72 hours before the JustGrants deadline. Once registered in JustGrants, the Application Submitter will receive an emailed link to complete the rest of the application in JustGrants. The Entity Administrator also will need to log into JustGrants to review and invite the applicant's Authorized Representative(s) before an application can be submitted.

Submit the complete application package in JustGrants at least 24 – 48 hours prior to the JustGrants deadline. Some of the application components will be entered directly into JustGrants, and others will require uploading attached documents. Therefore, applicants will need to allow ample time before the JustGrants deadline to prepare each component. Applicants may save their progress in the system and revise the application as needed prior to hitting the Submit button at the end of the application in JustGrants.

For additional information, see the "How to Apply" section in the [OJP Grant Application Resource Guide](#) and the [DOJ Application Submission Checklist](#).

Submission Dates and Time

The **SF-424** and the **SF-LLL** must be submitted in Grants.gov by April 18, 2023 8:59 PM ET

The **full application** must be submitted in JustGrants by April 25, 2023 8:59 PM ET

OJP urges applicants to submit their Grants.gov and JustGrants submissions prior to the due dates with sufficient time to correct any errors and resubmit by the submission deadlines if a rejection notification is received. To be considered timely, the **full application** must be submitted in JustGrants by the JustGrants application deadline. Failure to begin the SAM.gov, Grants.gov, or JustGrants registration process in sufficient time (i.e., waiting until the date identified in this solicitation) is not an acceptable reason for late submission.

Experiencing Unforeseen Technical Issues Preventing Submission of an Application

OJP will only consider requests to submit an application after the deadline when the applicant can document that a technical issue with a government system prevented application submission.

If an applicant misses a deadline due to unforeseen technical issues with SAM.gov, Grants.gov, or JustGrants, the applicant may request a waiver to submit an application after the deadline. However, the waiver request will not be considered unless it includes a tracking number generated when the applicant contacts the applicable service desks to report technical difficulties. Tracking numbers are generated automatically when an applicant emails the applicable service desks; and for this reason applicants are encouraged to email the appropriate service desk, even if they also intend to call the service desk for phone support. Experiencing wait times for phone support does not relieve the applicant of the responsibility of getting a tracking number.

An applicant experiencing technical difficulties must contact the associated service desk indicated below to report the technical issue and receive a tracking number:

- SAM.gov - contact the [SAM Help Desk \(Federal Service Desk\)](#), Monday – Friday from 8 a.m. to 8 p.m. ET at 866-606-8220.
- Grants.gov - contact the [Grants.gov Customer Support Hotline](#), 24 hours a day, 7 days a week, except on federal holidays, at 800-518-4726, 606-545-5035, or support@grants.gov.
- JustGrants - contact the JustGrants Service Desk at JustGrants.Support@usdoj.gov or 833-872-5175, Monday – Friday from 7 a.m. to 9 p.m. ET and Saturday, Sunday, and Federal holidays from 9 a.m. to 5 p.m. ET.

If an applicant has technical issues with SAM.gov or Grants.gov, the applicant must contact the OJP Response Center at grants@ncjrs.gov within **24 hours of the Grants.gov deadline** to request approval to submit after the deadline.

If an applicant has technical issues with JustGrants that prevent application submission by the deadline, the applicant must contact the OJP Response Center at grants@ncjrs.gov within 24 hours of the JustGrants deadline to request approval to submit after the deadline.

Waiver requests sent to the OJP Response Center must -

- describe the technical difficulties experienced,
- include a timeline of the applicant's submission efforts (e.g., date and time the error occurred, date and time of actions taken to resolve the issue and resubmit; and date and time support representatives responded),
- include an attachment of the complete grant application and all the required documentation and materials,
- include the applicant's Unique Entity Identifier (UEI), and
- include any SAM.gov, Grants.gov, and JustGrants Service Desk tracking numbers documenting the technical issue.

OJP will review each waiver request and the required supporting documentation and notify the applicant whether the request for late submission has been approved or denied. An applicant that does not provide documentation of a technical issue or that does not submit a waiver request within the required time period will be denied.

For more details on the waiver process, OJP encourages applicants to review the "Experiencing Unforeseen Technical Issues" section in the [OJP Grant Application Resource Guide](#).

Application Review Information

Review Criteria

Merit Review Criteria

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

1. Statement of the Problem/Description of the Issue (10%) - 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 (35%) - evaluate the applicant's administrative and technical capacity 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).

Other Review Criteria/Factors

Other important considerations for [insert PO] include geographic diversity, strategic priorities (specifically including, but not limited to, those priority areas already mentioned, if applicable), available funding, past performance, [insert any additional programmatic review criteria that will be used to make funding decisions], and the extent to which the Budget Web-Based form accurately explains 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 the 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 review criteria listed above.

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

- 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 entity. Among other things to help assess whether an applicant with one or more prior federal awards has a satisfactory record of performance, integrity, and business ethics, OJP checks whether the applicant entity 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 entity 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 its organization that currently appears in FAPIIS and was entered by a federal awarding agency. OJP will consider such comments by the applicant, in addition to the other information in FAPIIS, in its assessment of the risk posed by the applicant entity.

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 consider not only peer review ratings and BJA recommendations, but also other factors as indicated in this section.

Federal Award Administration Information

Federal Award Notices

Generally, award notifications are made by the end of the current Federal fiscal year, September 30th. 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 the 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 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 more information.

General Information about Post-Federal Award Reporting Requirements

In addition to the deliverables described in the "Program Description" section, all award recipients under this solicitation will be required to submit certain reports and data.

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

See the [OJP Grant Application Resource Guide](#) for additional information on specific post-award reporting requirements, including performance measure data.

Federal Awarding Agency Contact(s)

For OJP contact(s), contact information for Grants.gov, and contact information for JustGrants, see the solicitation cover page.

Other Information

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

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

Provide Feedback to OJP

See the [OJP Grant Application Resource Guide](#) for information on how to provide feedback to OJP.

Performance Measures

Post award, grant recipients will be required to submit performance metric data semiannually through BJA's online Training and Technical Assistance Reporting Portal. More information on the reporting requirements can be found at: <https://bia.ojp.gov/funding/performance-measures/bja-training-and-technical-assistance-providers>.

The performance measures can be found at: <https://bia.ojp.gov/performance-measures/ta-deliverable-performance-metrics.pdf>.

Application Checklist

BJA FY 2023 Comprehensive Opioid, Stimulant, and Substance Use Program Training and Technical Assistance

This application checklist has been created as an aid in developing an application. For more information, reference [the OJP Application Submission Steps in the OJP Grant Application Resource Guide](#) and the [DOJ Application Submission Checklist](#).

Pre-Application

Before Registering in Grants.gov:

- Acquire or renew your Entity's [System Award Management \(SAM\) Registration Information](#) (see [OJP Grant Application Resource Guide](#))

Register in Grants.gov

- Acquire an Authorized Organization Representative (AOR) and a Grants.gov username and password (see [OJP Grant Application Resource Guide](#))
- Acquire AOR confirmation from the E-Business Point of Contact (E-Biz POC) (see [OJP Grant Application Resource Guide](#))

Find the Funding Opportunity

- Search for the funding opportunity in Grants.gov using the opportunity number, assistance listing number, or keyword(s)
- Select the correct Competition ID
- Access the funding opportunity and application package (see Step 7 in the [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 <https://www.ojp.gov/funding/financialguidedo/iii-postaward-requirements#6g3v8> (see [OJP Grant Application Resource Guide](#))

Review the Overview of Post-Award Legal Requirements

- Review the "Overview of Legal Requirements Generally Applicable to OJP Grants and Cooperative Agreements - FY 2023 Awards" in the [OJP Funding Resource Center](#).

Review the Scope Requirement

- The federal amount requested is within the allowable limit(s)) of each category: Category 1a: \$3,500,000; Category 1b: \$2,000,000; Category 1c: \$3,500,000; Category 1d: \$3,000,000; Category 2a: \$2,500,000; Category 2b: \$1,500,000

Review Eligibility Requirement:

- Review the Eligibility section on the cover page and Eligibility Information section in the solicitation.

Application Step 1

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

- In Section 8F of the SF-424, include the name and contact information of the individual **who will complete the application in JustGrants and the SF-LLL in Grants.gov**

Within 48 hours after the SF-424 and SF-LLL submission in Grants.gov, receive four (4) Grants.gov email notifications:

- a submission receipt
- a validation receipt
- a grantor agency retrieval receipt
- an agency tracking number assignment

If no Grants.gov receipt and validation email is received, or if error notifications are received:

- Contact Grants.gov Customer Support Hotline at 800-518-4726, 606-545-5035, [Grants.gov customer support](#), or support@grants.gov regarding technical difficulties (see [OJP Grant Application Resource Guide](#))

Within 24 hours after receipt of confirmation emails from Grants.gov, the individual in Section 8F of the SF-424 will receive an email from JustGrants with login instructions.

- Proceed to Application Step 2 and complete application in JustGrants

Application Step 2

Submit the following information in JustGrants:

Application Components

- Standard Applicant information (SF-424 information from Grants.gov)

- **Proposal Abstract***
- **Proposal Narrative***

Budget and Associated Documentation

- **Budget 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 (see [OJP Grant Application Resource Guide](#))

Additional Application Components

- Request and Justification for Employee Compensation; Waiver (if applicable) (see [OJP Grant Application Resource Guide](#))
- Research and Evaluation Independence and Integrity (see [OJP Grant Application Resource Guide](#))
- Sample Products
- Memorandum of understanding (if applicable)
- Letters of support (if applicable)
- Résumés of key personnel (if applicable)
- Job descriptions (if applicable)
- List of procurement contracts (if applicable)
- Organizational chart (if applicable)

Disclosures and Assurances

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

***Note: Items designated with an asterisk must be submitted for an application to meet the basic minimum requirements review. If OJP determines that an application does not include the designated items, it will neither proceed to peer review, nor receive further consideration.**

Review, Certify and Submit Application in JustGrants

- Any validation errors will immediately display on screen after submission.
- Correct validation errors, if necessary, and then return to the "Certify and Submit" screen to submit the application. Access the [Application Submission Validation Errors Quick Reference Guide](#) for step-by-step instructions to resolve errors prior to submission.
- Once the application is submitted and validated, a confirmation message will appear at the top of the page. Users will also receive a notification in the "bell" alerts confirming submission.

If no JustGrants application submission confirmation email or validation is received, or if error notification is received:

- Contact the JustGrants Service Desk at 833-872-5175 or JustGrants.Support@usdoj.gov regarding technical difficulties. See the [OJP Grant Application Resource Guide](#) for additional information.

Standard Solicitation Resources

[OJP Grant Application Resource Guide](#) provides guidance to assist OJP grant applicants in preparing and submitting applications for OJP funding.

[DOJ Grants Financial Guide](#) serves as the primary reference manual to assist award recipients in fulfilling their fiduciary responsibility to safeguard grant funds and to ensure funds are used for the purposes for which they were awarded. It compiles a variety of laws, rules and regulations that affect the financial and administrative management of DOJ awards. This guide serves as a starting point for all award recipients and subrecipients of DOJ grants and cooperative agreements in ensuring the effective day-to-day management of awards.

[JustGrants Resources Website](#) is an entryway into information about JustGrants and the grants management system itself. Through this portal both award recipients and applicants can access training resource and user support options, find frequently asked questions and sign-up for the [JustGrants Update e-newsletter](#).

[JustGrants Application Submission Training Page](#) offers helpful information and resources on the application process. This training page includes e-learning videos, reference guides, checklists and other resources to help applicants complete an application.

[Virtual Q&A Sessions](#) are advertised here and provide opportunities for users to receive topic-specific training, direct technical assistance and support on JustGrants system functionality.