

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



BJA FY 23 Tribal Justice Training and Technical Assistance Program

Assistance Listing Number # 16.608

Grants.gov Opportunity Number: O-BJA-2023-171680

Solicitation Release Date: March 27, 2023 8:00 AM ET

Step 1: Application Grants.gov Deadline: May 24, 2023 8:59 PM ET

Step 2: Application JustGrants Deadline: May 31, 2023 8:59 PM ET

Overview

The U.S. Department of Justice (DOJ), Office of Justice Programs (OJP), Bureau of Justice Assistance (BJA) is seeking applications for the Tribal Justice Training and Technical Assistance (TTA) Program. This program furthers the Department's mission by providing resources to support federally recognized Indian tribes in improving their capacity to respond to violent crime; respond to crime associated with illicit substance use; and develop, implement, and enhance American Indian and Alaska Native tribal justice systems.

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-2023-00078-PROD	Category 1. Tribal Justice System Strategic Planning	1	\$1,500,000	10/1/23 12:00 AM	24
C-BJA-2023-00079-PROD	Category 2. Enhancing Tribal Courts, Tribal Justice Systems and Intergovernmental Collaboration	1	\$1,800,000	10/1/23 12:00 AM	24
C-BJA-2023-00080-PROD	Category 3. Addressing Illicit Substance Use and Related Crime	1	\$1,000,000	10/1/23 12:00 AM	24
C-BJA-2023-00081-PROD	Category 4. Responding to Violent Crime in Tribal Communities	1	\$1,300,000	10/1/23 12:00 AM	24
C-BJA-2023-00082-PROD	Category 5. Supporting Tribal Justice Systems in Alaska	1	\$1,000,000	10/1/23 12:00 AM	24
C-BJA-2023-00083-PROD	Category 6. Tribal Healing to Wellness Courts	1	\$1,900,000	10/1/23 12:00 AM	24
C-BJA-2023-00084-PROD	Category 7. Enhancing Tribal Law Enforcement and Intergovernmental Collaboration	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

Tribal nonprofits, having a 501(c)(3) status with the IRS, other than institutions of higher education

Tribal institutions of higher education

Consortiums (including tribal consortiums) with demonstrated national-scope and on-site experience working with American Indian and Alaska Native tribes.

An applicant may apply under more than one category or subcategory but must submit a separate application for each subcategory. 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 jointly with all entities actively engaged in the delivery of TTA; 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@ncjrs.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 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 seven training and technical assistance (TTA) providers to form a comprehensive TTA support network for tribal justice practitioners. The selected providers will provide individually tailored, culturally responsive support to tribes in their areas of expertise and will proactively work with other TTA providers to assist tribes in addressing the breadth of criminal justice needs in their communities.

Statutory Authority

Department of Justice Appropriations Act, 2023 (Pub. L. No. 117-328; 136 Stat. 4459, 4536); Department of Justice Appropriations Act, 2023 (Pub. L. No. 117-328; 136 Stat. 4459, 4537) Pub. L. No. 90-351, Title I, Part EE (codified at 34 U.S.C. 10611–10619)

Specific Information

Selected TTA providers will assist BJA grantees and subgrantees in accomplishing the objectives of their specific grant-funded projects. Additionally, they will be responsible for responding to requests for assistance from other federally recognized tribes that do not currently have BJA grant funding. 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 on-site meetings, 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.

The selected TTA providers will support BJA tribal grantees with awards through the Coordinated Tribal Assistance Solicitation (CTAS), Comprehensive Opiate Stimulant and Substance Use Program (COSSUP), and the Adult Treatment Court (ATC) program. They will also support and develop resources for the tribal justice field at large.

BJA oversees a large and active portfolio of TTA. Consistent with BJA's making these awards as cooperative agreements, these awards will be led in close consultation and approval by BJA staff and leaders. Several principles guide BJA's TTA:

Be 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 and data on relevant crime issues to inform the approach and feasibility of the TTA plan. Proposed approaches should employ adult learning theory and research on effective practices, as well as leverage technology to enhance quality of services.

Reach the field where they are and seek to reach a broader audience. TTA partners should ensure TTA strategies are culturally relevant and responsive to the unique needs of American

Indian and Alaska Native communities and are fair, flexible, and useful for persons and agencies with varying levels of capacity and experience.

Be designed to assess impact and make refinements to better accomplish goals. TTA partners should have a plan to ensure TTA strategies are implemented with fidelity, assess how well those being served are engaged and applying what is learned, assess the intended outcome, and make refinements to the approach.

Be proactively managed, anticipating BJA processes and approvals, and share updates and current and relevant information to the field and those served. TTA partners should use proactive project management, planning, and problem solving to accomplish goals, ensure BJA and those being served by the program are aware of its status, coordinate closely with other BJA partners, and ensure effective use of funds. In addition, the TTA resources should be available to the field and proactively marketed.

Additionally, applicants should have a demonstrated expertise in and knowledge of:

Working with American Indian and Alaska Native persons and communities.

Criminal and tribal justice in Indian Country and Native communities.

Federal Indian law, tribal law, jurisdictional context of tribal-state-federal entities, tribal cultural understanding, and the foundation of tribal law.

Other OJP and DOJ bureau and office functions relating to Native communities to integrate services and enhance collaboration opportunities.

Other federal agencies (Indian Health Service, Bureau of Indian Affairs, Substance Abuse and Mental Health Services Administration), tribal court services, and alcohol and substance use disorder programs, in order to coordinate services.

Tribal intergovernmental consultation and negotiation protocols to engage state, local, and federal governments in cooperative agreement efforts and collaborations.

Consistent commitment to expanding understanding of and integrating tribal traditions and practices into their BJA supported programs.

Goals, Objectives, and Deliverables

Goals

The goal of the Tribal Justice TTA solicitation is to build the capacity of tribal justice-funded grantees and tribal justice systems in preventing and reducing crime and the impact of illicit opioids, stimulants, and other substances on tribal members and communities, including a reduction in the number of overdose fatalities. It also seeks to enhance collaborations and intergovernmental agreements with federal, state and local partners to address crime and support the specific needs of Alaskan Native Villages.

Objectives

Selected TTA providers will assist BJA grantees in accomplishing 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 TTA providers in other categories to respond to requests from BJA, grantees, the field, and other federal agencies, as well as to develop content to be published on the [Tribal Access to Justice Innovation](#) website to help inform the field and facilitate potential for replication of emerging and promising practices.

Category 1: Tribal Justice System Strategic Planning and DOJ CTAS Outreach and Support

Funded jointly by BJA, Office of Community Oriented Policing Services (COPS), Office for Victims of Crime (OVC), and Office of Juvenile Justice and Delinquency Prevention (OJJDP), the CTAS Purpose Area 2 (PA 2) program is managed by BJA in coordination with the other agencies. The TTA provider will offer intensive, individualized TTA to PA 2 grantees to engage in a comprehensive justice system-wide strategic planning process to improve tribal justice and safety, including improving community wellness, reflecting tribal traditions, and increasing capacity to prevent crime and illicit substance use. The projects should consider including the development of a [Tribal Action Plan](#) (TAP) as outlined in the Tribal Law and Order Act (TLOA). The TTA provider will provide intensive on-site and virtual training to assist tribes in bringing together a comprehensive planning team, developing and administering a justice system and community needs assessment, and using the data gathered to inform and develop a comprehensive justice system-wide strategic plan for the tribe.

The TTA provider will also support DOJ in conducting coordinated CTAS TTA activities, including hosting applicant webinars, supporting the annual CTAS new grantee orientation, conducting application development skills workshops for tribes, and conducting the annual CTAS assessment.

Category 2: Enhancing Tribal Courts, Tribal Justice Systems, and Intergovernmental Collaboration

The TTA provider will assist CTAS PA 3 grantees and other tribes that are focused on tribal courts, prosecution, pretrial, and traditional dispute resolution and peacemaking. The TTA partner will support these tribal justice systems in meeting the goals and objectives of their projects. The TTA providers will provide proactive, comprehensive, culturally relevant, user-friendly TTA services for a wide range of tribal justice system-related programs, including but not limited to: tribal courts, appellate courts, traditional forums, pretrial services, programming targeting individuals who are involved with or at risk of involvement with the justice system, diversion from and alternatives to incarceration programs, and implementation of enhanced authorities and provisions under the TLOA and the Violence Against Women Act Reauthorization Act of 2022. They will also develop and disseminate resources to support improved coordination and collaboration between tribal, federal, state, and local governments to improve public safety and combat crime in tribal communities. The TTA provider will maintain and continue to enhance the [Tribal Access to Justice Innovation](#) website and the [Walking on Common Ground](#) website.

Category 3: Addressing Illicit Substance Use and Related Crime

The TTA provider will assist CTAS PA 3 and tribal COSSUP grantees and other tribes that are focused on preventing and responding to alcohol and illicit substance use-related crimes, intervention, or treatment services, including those that prevent and address the needs of drug-endangered children, the nexus between mental health and the justice system, and use of traditional practices and strategic planning to improve tribal justice as it relates to opiate, alcohol, and other substance use disorders. This includes providing TTA on the use of risk and needs assessment tools and processes; treatment approaches, including access to medication

assisted treatment; identification and management of controlled drugs, including opiates and methamphetamine, by law enforcement and other responders; community drug awareness; implementing integrated approaches to treating both mental health and substance use disorders; and addressing the intersection between domestic violence and substance use disorder.

Category 4: Responding to Violent Crime in Tribal Communities

The TTA provider will assist tribes working to address violent crime, including current and future CTAS PA 3 grantees focused on addressing violent crime, grantees funded jointly with the Office on Violence Against Women (OVW) for tribal prosecutors, and other federally recognized tribes seeking to address these issues. These tribes will be focused on combatting, addressing, or otherwise responding to violent crime and precipitous increases in crime at the tribal level, as well as responding to recent Supreme Court decisions and legislation impacting tribal jurisdiction. TTA will include efforts to enhance the prosecution of violent crimes both in tribal court and by tribal prosecutors who are cross-deputized as Special Assistant U.S. Attorneys (Tribal SAUSAs). The TTA will include offering training to the grantees and to tribes generally on effective violent crime approaches, assessment tools to improve the understanding of violent crime drivers, history of violence and traditional responses, responding to the issue of missing or murdered indigenous persons, and effective strategies to prevent and address violent crime through training, best practices, and support. This TTA will also help further DOJ efforts to support tribes implementing provisions of the 2022 Reauthorization of the Violence Against Women Act, including support for the Intertribal Working Group (ITWG) and the Alaska Pilot Project.

Category 5: Supporting Tribal Justice Systems in Alaska

BJA recognizes that tribes in the state of Alaska function within a different geographic, cultural, and political landscape than tribes in other states. Because of this, BJA seeks a TTA provider with extensive experience working with Alaska Native Villages on a broad range of tribal justice issues including but not limited to: traditional peace making and justice practices; tribal courts; appellate courts; traditional forums; law enforcement; pretrial services; detention programming; community corrections; individuals who are involved with or at risk of involvement with the justice system; alcohol and illicit substance use disorders and related crimes, intervention, or treatment services; the nexus between mental health and the justice system; and strategic planning to improve tribal justice. This provider will also support specific needs and practices for remote villages as well as for frontier locations in the lower 48. The Category 5 TTA provider will work collaboratively with all the BJA tribal TTA providers to ensure that the needs of Alaska Native Villages are effectively addressed, particularly the Alaska Native Villages that are BJA CTAS grantees, as well as provide support for dialogue with Alaska Native Villages and efforts to enhance capacity.

Category 6: Tribal Healing to Wellness Courts (THTW)

BJA seeks an experienced TTA provider that will offer a wide range of services to tribes planning to build and enhance their tribal healing to wellness courts to support justice-involved persons with substance use and co-occurring mental health disorders. This TTA must be delivered consistent with the Tribal Key Components and the National Associations of Drug Court Professional best practice standards. This provider will work collaboratively with both the TTA providers in this solicitation and the Treatment Court TTA collaborative to provide these services to CTAS PA 3 grantees, tribal grantees funded under the Adult Treatment Court and Veterans Treatment Courts, and the tribal court field at large.

Category 7: Enhancing Tribal Law Enforcement and Intergovernmental Collaboration

BJA recognizes the jurisdictional complexity, resource challenges, and cultural and regional differences of Indian tribes across the Nation. Tribal communities' needs and policing responses vary. BJA seeks an experienced TTA provider to offer a broad range of culturally relevant services to deliver enhanced support to tribal law enforcement agencies with the goal of promoting effective policing practice, supporting police reforms, identifying emerging issues, and sharing promising practices. BJA will continue its robust effort to enhance tribal law enforcement response as they work with jurisdictional partners to respond to violent crime. The TTA provider will provide support for dialogue with tribal law enforcement to enhance their capacity and obtain tribal law enforcement input on the development of TTA resources.

Deliverables

The selected TTA providers will support BJA tribal grantees with awards through CTAS, COSSUP, and the Adult Treatment Court program. Providers will also support and develop resources for the tribal justice field at large. All selected applicants must provide intensive, culturally appropriate on-site and virtual TTA to support grantee tribes through the following required deliverables:

1. TTA providers should proactively work with grantees to support successful implementation, including the following:

- a. Develop individualized TTA work plans for each grantee based on the goals outlined in its funded application. The work plan should be presented to each grantee, revised as needed, and agreed to by the grantee. Work plans should include checklists to help each grantee execute key tasks. Please note that BJA may require the selected provider to submit for review and approval the proposed TTA plans, protocols, or strategies in advance of disseminating them to and implementing them with grantees.
- b. Support grantees in completing their work plans and ensure the grantees address governance, program design, performance measures collection, and sustainability.
- c. Use uniform TTA request and response protocols to ensure a timely and relevant response to all requests.
- d. Assign each grantee a TTA coach to assess and identify grantee TTA needs, including a summary of the findings for the grantee and recommended next steps, to improve program performance; this summary should be shared with BJA. Each coach should have the skills and time needed to move their assigned grantees toward their goals. TTA coaches should have consistent, scheduled monthly calls with grantees. Email check-ins may be substituted occasionally, as logistics require. 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/consultants and their expertise.
- e. Undertake efforts to anticipate, quickly identify, and address challenges that arise during TTA delivery. When challenges arise, the TTA provider should engage in strategies like case conferencing to harness the collective knowledge of its TTA coaches.
- f. Include in all training provided with BJA funding a mechanism for pre- and post-testing of knowledge and other assessment of impact.

2. TTA provider staff are expected to have sufficient subject and tribal justice expertise to assist grantees in the execution of their projects. The staff should have the necessary technical skill sets and experience to effectively coach grantees and assist them in reaching their goals, including the following:

- a. A set of diverse staff, trainers, and/or subject matter experts that have the background and experience and perspective to be able to effectively reach the tribal communities and practitioners that they will serve.
- b. A diverse set of providers, models, and/or subject matter experts with the skills to ensure culturally responsive programming for those who are in the criminal justice system and who would benefit from the TTA strategies and related interventions.
- c. Knowledge of and a plan to manage BJA approval and reporting processes, including for conferences, training for the field, publications, and online tools.
- d. When needed, utilization of a range of vetted local and national subject experts, including practitioners, academics, and federal partners. The TTA provider must identify and maintain a list of subject matter experts whose expertise and experience best fit the needs of the grantees. With BJA's approval, the TTA provider will assign these experts to assist grantees and report on and monitor the TTA provided. The roles of the subject matter experts will vary across engagements, so the TTA provider must develop protocols to define the scope of the role of the subject matter experts, when needed (e.g., advisor to TTA provider, direct assistance to grantees, participating in webinars).
- e. Strategies that are grounded in a trauma-informed approach and use restorative justice principles and tactics that center the needs and elevate the voices of the individuals most directly involved in an incident of harm, as well as issues of equity in the justice response.
- f. Written reports to BJA on the TTA provided and the status of ongoing activities.

3. The TTA provider must participate in ongoing collaboration and coordination. It should emphasize and actively engage in cross-organizational coordination, including:

- a. Close collaboration on an ongoing basis with BJA and other BJA-funded tribal TTA providers to ensure high-quality assistance is provided to tribes in a coordinated manner without duplication of efforts on the part of TTA providers.
- b. Coordination between tribes and with local jurisdictions. The TTA provider must be both aware of and in touch with other key, overlapping initiatives and TTA providers in the tribes it is working with, as well as local jurisdictions as relevant.
- c. Coordination with federal partners. The TTA provider must serve as a coordinator with federal partners and support strategies as defined with BJA staff.
- d. Coordination across interest groups. The TTA provider must develop 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).

4. The TTA provider should prioritize responses to requests from practitioners and assist unfunded applicants, 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 will require more thorough exploration and response. 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.

5. The TTA provider must serve as a thought leader and information clearinghouse for relevant research and best practices. It must:

- a. Create knowledge diffusion products (e.g., fact sheets, webinars) and disseminate them through BJA's networks. All products must be 508 compliant.
- b. Convene grantee learning communities, based on their respective projects/programs, to explore best practices and lessons learned.
- c. 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. Also develop and provide content for the Tribal Access to Justice Innovation website.

6. The TTA provider must proactively build field knowledge and capacity in the areas outlined in the solicitation. This includes coordinating and supporting a presence at national meetings and conferences via workshops, panel presentations, and briefings. It must also:

- a. Assist grantees in the collection of performance measures data for submission to the Performance Measurement Tool (PMT) and JustGrants.
- b. Participate with BJA in analyzing progress information and performance data. make recommendations to BJA in updating the TTA strategy to be most responsive to the needs of grantees.
- c. Be based on performance reporting trends and TTA needs assessments. Propose to and work with BJA on tailoring the TTA strategy to meet emerging needs and trends.

7. The TTA provider must maintain a listserv of grantees, subgrantees, and key contacts responsible for undertaking grant and related activities, including interested state, local, and tribal contacts, and federal and national partners.

8. All TTA providers will be expected to prepare and submit end-of-year annual reports, in addition to other reporting required. 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 are due January 31 each year of the award.

Applicants should also address the additional deliverables for the applicable category as detailed below.

Category 1: Tribal Justice System Strategic Planning and CTAS Outreach and Support

Strategic Planning TTA

Provide intensive, customized TTA to 10 new PA 2 grantees per year, including deployment of subject matter expertise on-site and via technology, to assist them with developing and strengthening their advisory board, developing and administering a community and justice system needs assessment, and using that data to create a comprehensive tribal justice system strategic plan.

Provide at least one on-site or regional TTA visit for each grantee.

Review written strategic plans prior to submission to BJA to help ensure their solutions directly impact the identified problems and support the need for DOJ CTAS

implementation awards that may be requested.

Develop, enhance, and maintain distance learning tools—including webinars, videos, and on-demand courses; online and telephonic tools; and email contact—to support justice system-wide strategic planning.

Maintain a TTA web page to include information produced by tools grantees, links to appropriate resources, a calendar of events, and a mechanism for requesting TTA for both grantees and tribes at large.

Identify and summarize emerging practices and lessons learned to share with other tribal justice practitioners through the Tribal Access to Justice Innovation (TAJI) website.

Provide two microgrants (managed as subawards) per year to support tribes that have previously received PA 2 awards and now want to update their previously approved plan. This would include doing a new community assessment and creating an updated plan.

Support an independent evaluation of PA 2, including site-based awards and TTA, to assess impact and inform future updates to the program.

CTAS Coordination and Support Activities: Support CTAS outreach and coordination efforts, including:

Host approximately 12 pre-application webinars per year to inform and support prospective tribal applicants.

Plan and conduct the annual in-person CTAS new grantee orientation.

Conduct the annual CTAS assessment.

Convene at least two virtual or in-person Accessing Grants trainings for federally recognized tribes interested in applying for CTAS and other federal funding.

Plan and convene an annual CTAS Tribal Consultation or listening session.

Category 2: Enhancing Tribal Court, Tribal Justice Systems and Intergovernmental Collaborations

Provide proactive, culturally competent, comprehensive, and user-friendly TTA, including developing publications, teleconferencing, peer-to-peer consultations, listserv communications, on-site TTA, and ongoing TTA by phone and email.

Maintain a TTA website to include information produced by the TTA provider, tools for grantees, links to appropriate resources and websites, calendar of events, and a mechanism for requesting TTA and providing feedback.

Develop and maintain a tool for grantees to assess their progress in achieving the goals of their grant and use that information to inform how TTA will be delivered.

Plan for and host distance learning opportunities such as webinars and subject-specific conference calls. Provide a list of proposed webinar topics that meet the needs of the field.

Coordinate with Tribal TTA providers, particularly the selected Category 3 TTA provider,

to conduct at least one national American Indian Justice Conference with pre-conference opportunities on topics such as tribal justice systems, including traditional justice, illicit substance use as it relates to public safety and victims' services, law enforcement, prosecution, defense services/legal aid, offender reentry, tribal-federal-state intergovernmental collaboration, and justice information sharing.

Provide at least one on-site or regional TTA engagement for each grantee. Prepare a report for BJA within 60 days after each site visit that summarizes findings and recommended next steps. Follow-up off-site assistance should be provided to implement any recommendations. BJA estimates that there will be about 15 grantees with new CTAS awards each fiscal year.

Identify and summarize emerging practices and lessons learned to share with other tribes and with BJA through the development of publications, distance learning, and presentations at conferences.

Support and leverage resources for up to two statewide intergovernmental collaborative events (such as meetings, listening sessions, tribal-state court forums, law enforcement forum, or coordination and consultation initiatives) or regional or local events with jurisdictional stakeholders and community-level stakeholders per year.

Maintain and continue to enhance the Tribal Access to Justice Innovation website (www.tribaljustice.org) and www.walkingoncommonground.org.

Support national partners on related projects and maintain a presence at national or tribal conferences and training events, budgeting travel costs appropriately.

Travel to and participate in the combined CTAS Orientation Conference each year, which will include TTA providers and new grantees across all CTAS Purpose Areas (dates and locations TBD).

Category 3: Addressing Illicit Substance Use and Related Crime

Provide proactive, culturally competent, comprehensive, and user-friendly TTA, including developing publications, teleconferencing, peer-to-peer consultations, listserv communications, on-site TTA, and ongoing TTA by phone and email.

Maintain a TTA website to include information produced by the TTA provider, tools for grantees, links to appropriate resources and websites, calendar of events, and a mechanism for requesting TTA and providing feedback.

Develop and maintain a tool for grantees to assess their progress in achieving the goals of their grant and use that information to inform how TTA will be delivered.

Plan for and host distance learning opportunities such as webinars and subject-specific conference calls. Provide a list of proposed webinar topics that meet the needs of the field.

Provide at least one on-site or regional TTA engagement for each grantee and prepare a report for BJA within 60 days after each site visit that summarizes findings and recommended next steps. Follow-up off-site assistance should be provided to implement any recommendations. BJA estimates that there will be about 30 grantees with current awards. Additional awards will be added in each fiscal year.

Coordinate with the Category 2 TTA provider to conduct at least one national conference with pre-conference opportunities on topics related to tribal justice systems, including traditional justice, alcohol and substance abuse as it relates to public safety and victims' services, law enforcement, prosecution, defense services/legal aid, offender reentry, tribal-federal-state intergovernmental collaboration, and justice information sharing.

Identify and summarize emerging practices and lessons learned to share with other tribes and with BJA through the development of publications, distance learning, presentations at conferences, and more.

Support national partners on related projects and maintain a presence at national or tribal conferences and training events, budgeting travel costs appropriately.

Travel to and participate in the combined CTAS Orientation Conference each year, which will include TTA providers and new grantees across all CTAS Purpose Areas (dates and locations TBD).

Travel to and participate in COSSUP-related conferences each year, which will include TTA providers and grantees.

Create an instrument for TTA customer evaluation and feedback to communicate recipient levels of satisfaction with the services provided, tracking and reporting results to BJA.

Host or participate in virtual or in-person CTAS Purpose Area 3 and COSSUP grantee convenings to provide a forum for grantees to network, share successful practices, and discuss project implementation challenges.

Category 4: Responding to Violent Crime in Tribal Communities

Provide proactive, culturally competent, comprehensive, and user-friendly TTA, including developing publications, teleconferencing, peer-to-peer consultations, listserv communications, on-site TA, and ongoing TA by phone and email.

Maintain a TTA website to include information produced by the TTA provider, tools for grantees, links to appropriate resources and websites, calendar of events, and a mechanism for requesting TTA and providing feedback.

Conduct at least one on-site or regional TTA visit with each assigned CTAS or BJA funded OVW grantee (approximately 10). Prepare a report for BJA within 60 days after each site visit that summarizes findings and recommended next steps. Follow-up off-site assistance should be provided to implement any recommendations. Additional awards will be added each year.

Develop and maintain a tool for grantees to assess their progress in achieving the goals of their grant; use that information to inform how TTA will be delivered.

Plan for and host distance learning opportunities such as webinars and subject-specific conference calls. Provide a list of proposed webinar topics that meet the needs of the field. Identify and summarize emerging practices and lessons learned to share with other tribes and with BJA through the development of publications, distance learning, presentations at conferences, and more.

Support national partners on related projects and maintain a presence at national or tribal conferences and training events, budgeting travel costs appropriately.

Travel to and participate in the combined CTAS New Grantee Orientation each year, which will include TTA providers and new grantees across all CTAS Purpose Areas (dates and locations TBD).

Support the Inter-Tribal Working Group and Alaska working group focused on implementing provisions of VAWA 2022 and the Alaska Pilot Project.

Support DOJ efforts to respond to the issue of Missing or Murdered Indigenous Persons.

Category 5: Supporting Tribal Justice Systems in Alaska

Provide proactive, culturally competent, comprehensive, and user-friendly TTA, including developing publications, teleconferencing, peer-to-peer consultations, listserv communications, on-site TTA, and ongoing TTA by phone and email.

Maintain a TTA website to include information produced by the TTA provider, tools for grantees, links to appropriate resources and websites, calendar of events, and a mechanism for requesting TTA and providing feedback.

Develop and maintain a tool for grantees to assess their progress in achieving the goals of their grant and use that information to inform how TTA will be delivered.

Plan for and host distance learning opportunities such as webinars and subject-specific conference calls. Provide a list of proposed webinar topics that meet the needs of the field.

Conduct at least two pilot trainings of the recently developed Alaska full faith and credit for tribal protection orders training curriculum. Collect evaluations and use that information to refine and update the training curriculum.

Conduct at least 10 on-site or regional TTA visits with BJA grantees in Alaska. Prepare a report for BJA within 60 days after each site visit that summarizes findings and recommended next steps. Follow-up off-site assistance should be provided to implement any recommendations.

Plan for one Alaska tribal justice training event to provide Alaska-specific training sessions on a variety of different tribal justice topics.

Identify and summarize emerging practices to best practices and lessons learned to share with other tribes and with BJA through the development of publications, distance learning, presentations at conferences, and more.

Support national partners on related projects and maintain a presence at national or tribal conferences and training events, budgeting travel costs appropriately.

Travel to and participate in the combined CTAS New Grantee Orientation each year, which will include TTA providers and new grantees across all CTAS Purpose Areas (dates and locations TBD).

Category 6: Tribal Healing to Wellness Courts

Take on the management of and enhance the <http://www.WellnessCourts.org> website.

Deliver TTA to all newly funded THWCs (including BJA-funded CTAS Purpose Area 3

grantees).

Conduct the THWC Survey of the Field and publish the findings biennially.

Conduct one national and/or regional enhancement training annually.

Offer up to five scholarships to jurisdictions planning to start a new treatment court to support their attendance at key annual events such as the THWC Enhancement Training.

Develop and/or update two existing publications annually.

Conduct the THWC Solicitation webinar annually.

Conduct a minimum of five webinars to the field on a range of topics (includes THWC solicitation) annually.

Examine and improve appropriate screening protocols and practices for THWC eligibility.

Expand services to tribal veterans through webinars, symposiums, and conferences.

Deliver a minimum of 10 cost-effective training to courts seeking to launch a new THWC annually.

Support tribal visits to five tribal mentor courts for sites interested in observing and starting an THWC annually.

Support the attendance of subject matter experts (SMEs) to present at statewide sponsored trainings or conferences. The events should have a focus on treatment courts.

Support the attendance of subject matter experts (SMEs) to present at statewide sponsored trainings or conferences. The events should have a focus on treatment courts.

Ensure the training curriculum incorporates resources to support the implementation of evidence-based treatment, recovery management, trauma-informed care, equity and inclusion, and family engagement.

Conduct an annual assessment and modify all curricula and online web courses based on evaluation results, current research, and trends.

Category 7: Enhancing Tribal Law Enforcement and Intergovernmental Collaboration

Provide proactive, culturally competent, comprehensive, and user-friendly TTA, including developing publications, teleconferencing, peer-to-peer consultations, listserv communications, on-site TA, and ongoing TA by phone and email around the following topic areas:

Tribal Law enforcement and community policing, and related policy development

Criminal investigations, evidence collection, conducting interviews, collecting witness statements, report writing, etc.

Building trust with the community and establish legitimacy through those most affected by violent crime to build a culture of respect for the law, and to be meaningful partners with

community leaders.

Promoting victim services within law enforcement department.

Support tribal law enforcement working groups

Development of inter-jurisdictional agreements, protocols between disciplines and other requested resources, justice collaborations such as with tribal-state public safety forums.

Maintain a TA website to include information produced by the TA provider, tools for grantees, links to appropriate resources and websites, calendar of events, and a mechanism for requesting TA and providing feedback.

Establish a tribal law enforcement advisory group with regional representation to provide guidance and input on project development with BJA and TTA provider.

Plan for and host distance learning opportunities such as webinars and subject-specific conference calls. Provide a list of proposed webinar topics that meet the needs of the field.

Maintain and enhance the BJA funded TribalProtectionOrder.org website. Coordinate with the Category 2 TTA provider on an ongoing basis and provide content to enhance the tribal law enforcement section of the BJA-funded WalkingOnCommonGround.org.

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-2023-00078-PROD	Category 1. Tribal Justice System Strategic Planning	1	\$1,500,000	10/1/23 12:00 AM	24
C-BJA-2023-00079-PROD	Category 2. Enhancing Tribal Courts, Tribal Justice Systems and Intergovernmental Collaboration	1	\$1,800,000	10/1/23 12:00 AM	24
C-BJA-2023-00080-PROD	Category 3. Addressing Illicit Substance Use and Related Crime	1	\$1,000,000	10/1/23 12:00 AM	24
C-BJA-2023-00081-PROD	Category 4. Responding to Violent Crime in Tribal Communities	1	\$1,300,000	10/1/23 12:00 AM	24
C-BJA-2023-00082-PROD	Category 5. Supporting Tribal Justice Systems in Alaska	1	\$1,000,000	10/1/23 12:00 AM	24
C-BJA-2023-00083-PROD	Category 6. Tribal Healing to Wellness Courts	1	\$1,900,000	10/1/23 12:00 AM	24
C-BJA-2023-00084-PROD	Category 7. Enhancing Tribal Law Enforcement and Intergovernmental Collaboration	1	\$1,500,000	10/1/23 12:00 AM	24

Awards, Amounts and Durations

Anticipated Number of Awards

7

Anticipated Maximum Dollar Amount of Awards

Category 1: \$1,500,000; Category 2: \$1,800,000; Category 3: \$1,000,000; Category 4: \$1

Period of Performance Start Date
10/1/23

Period of Performance Duration (Months)
24

Anticipated Total Amount to be Awarded Under Solicitation

\$10,000,000

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.

Applicants should become familiar with the rules and timelines for conference cost approvals and reporting, and the applications should reflect sufficient time and resources to complete these approvals on a timely basis.

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](#) for 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](#) 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 [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.

Unmanned Aircraft Systems

The use of BJA grant funds for unmanned aircraft systems (UAS), including unmanned aircraft vehicles (UAV), and all accompanying accessories to support UAS or UAV, is unallowable.

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.)
- Timeline/Task Plan

If OJP 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 [OJP 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 OJP and USASpending.gov websites if the project is awarded. See the [OJP 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 form.
- Briefly describe the level of subject matter expertise of the organization and the identified staff and subawardees identified within the application.
- Describe the applicant's 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, BJA 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 field-initiated requestors face in planning, implementing, or expanding comprehensive efforts in the relevant subject matter area.

Create 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. 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 category.

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, revision), including coordination of timelines for training approval.

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

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 timeline/ task plan for completing the deliverables and identify the percentage of time to be dedicated by individuals responsible for those tasks.

c. Capabilities and Competencies

Provide a detailed description of the capacity of the organization and the key personnel who will deliver the required services and perform the key tasks outlined in the timeline/ task plan.

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

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/task Plan.

Describe the qualifications/capabilities of any proposed subrecipient(s). These should tie clearly to any relevant memorandum of understanding or letters of support from partners. Illustrate the ability to effectively manage complex TTA/resource center programs and projects.

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

Include résumés/curricula vitae of key project staff demonstrating expertise and experience that is specific to the objective 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).

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.

A list of performance measures for this program can be found at: <https://bja.ojp.gov/performance-measures/tta-deliverable-performance-metrics.pdf>.

BJA will require award recipients to submit performance measure data semi-annually through BJA's online Training and Technical Assistance Reporting Portal and separately submit a quarterly 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://bja.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

The applicant 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 that 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

This solicitation expressly modifies the OJP Grant Application Resource Guide by not incorporating its “Disclosure of Process Related to Executive Compensation” provisions. Applicants to this solicitation are not required to provide this disclosure.

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.

Timeline Form

Complete the timeline form in JustGrants.

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, TTA final report with recommendations, graphics).

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 May 24, 2023 8:59 PM ET

The **full application** must be submitted in JustGrants by May 31, 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 BJA include geographic diversity, strategic priorities (specifically including, but not limited to, those priority areas already mentioned, if applicable), available funding, past performance, 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://bja.ojp.gov/funding/performance-measures/bja-training-and-technical-assistance-providers>.

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

Application Checklist

BJA FY 2023 Tribal Justice Training and Technical Assistance Program

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 O-BJA-2023-171680
- 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/financialguidedoj/iii-postaward-requirements#6g3y8> (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 of each category:
Category 1: \$1,500,000; Category 2: \$1,800,000; Category 3: \$1,000,000; Category 4: \$1,300,000; Category 5: \$1,000,000; Category 6: \$1,900,000; Category 7: \$1,500,000

Review Eligibility Requirement:

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

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### **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](https://www.grants.gov/customer-support), or [support@grants.gov](mailto: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](#))

Additional Application Components

- Research and Evaluation Independence and Integrity (see [OJP Grant Application](#))

Resource Guide)

- Request and Justification for Employee Compensation; Waiver (if applicable) (see OJP Grant Application Resource Guide)
- **Timeline/Task Plan\***
- Sample Products
- Memorandum of understanding (if applicable)
- Letters of Support (if applicable)
- Résumés of key personnel (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](mailto: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.