

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



Reducing Injury and Death of Missing Individuals with Dementia and Developmental Disabilities Program FY 2020 Competitive Grant Solicitation

CFDA #16.015

Grants.gov Solicitation Number: BJA-2020-17210

Solicitation Release Date: February 24, 2020

Application Deadline: 11:59 p.m. eastern time on April 24, 2020

The U.S. Department of Justice (DOJ), Office of Justice Programs (OJP), [Bureau of Justice Assistance](#) (BJA) is seeking applications for funding local jurisdictions' efforts to reduce the number of deaths and injuries of individuals with forms of dementia such as Alzheimer's disease or developmental disabilities such as autism who, due to their condition, wander from safe environments.

This program furthers the Department's mission by providing funding to law enforcement and other public safety agencies to implement locative technologies that track missing individuals, and it provides funding to such agencies and partnering nonprofit organizations to develop or operate programs to prevent wandering, increase vulnerable individuals' safety, and facilitate rescues.

This solicitation incorporates the [OJP Grant Application Resource Guide](#) by reference. It provides guidance to applicants on how to prepare and submit applications for funding to OJP. If this solicitation expressly modifies any provision in the OJP Grant Application Resource Guide, the applicant is to follow the guidelines in this solicitation as to that provision.

Eligibility (Who may apply):

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

- Health care agencies
- State or local law enforcement and tribal law enforcement or other public safety agencies
- Nonprofit organizations¹ (including tribal nonprofit and for-profit organizations) with preference given to nonprofits that work with such entities in planning, designing, establishing, or operating locally based, proactive programs to locate and prevent the wandering of missing individuals with forms of dementia such as Alzheimer's disease or

¹ For this program, "nonprofit organizations" means an organization that is described in section 501(c)(3) of Title 26 and is exempt from taxation under section 501(a) of such title.

developmental disabilities such as autism who, due to their condition, wander from safe environments

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

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

All recipients and subrecipients (including any for-profit organization) must forgo any profit or management fee.

Contact information

For technical assistance with submitting an application, contact the Grants.gov Customer Support Hotline at 800-518-4726 or 606-545-5035, at <https://www.grants.gov/web/grants/support.html>, or at support@grants.gov. The Grants.gov Support Hotline operates 24 hours a day, 7 days a week, except on federal holidays.

An applicant that experiences unforeseen Grants.gov technical issues beyond its control that prevent it from submitting its application by the deadline must email the contact identified below **within 24 hours after the application deadline** to request approval to submit its application after the deadline. Additional information on reporting technical issues appears under “Experiencing Unforeseen Grants.gov Technical Issues” in the How To Apply (Grants.gov) section in the [OJP Grant Application Resource Guide](#).

For assistance with any unforeseen Grants.gov technical issues beyond an applicant’s control that prevent it from submitting its application by the deadline, or any other requirement of this solicitation, contact the National Criminal Justice Reference Service (NCJRS) Response Center: toll-free at 800-851-3420; via TTY at 301-240-6310 (hearing impaired only); email grants@ncjrs.gov; fax to 301-240-5830; or web chat at <https://webcontact.ncjrs.gov/ncjchat/chat.jsp>. The NCJRS Response Center hours of operation are 10:00 a.m. to 6:00 p.m. eastern time, Monday through Friday, and 10:00 a.m. to 8:00 p.m. eastern time on the solicitation close date.

Deadline Details

Applicants must register with Grants.gov at <https://www.grants.gov/web/grants/register.html> prior to submitting an application. All applications are due by 11:59 p.m. eastern time on April 24, 2020.

To be considered punctual, an application must be submitted by the application deadline using Grants.gov, and the applicant must have received a validation message from Grants.gov that indicates successful and timely submission. OJP urges applicants to submit applications at least 72 hours prior to the application due date, to allow time for the applicant to receive validation messages or rejection notifications from Grants.gov, and to correct in a timely fashion any problems that may have caused a rejection notification.

An applicant must use the **Add Attachment** button to attach a file to its application. Do not click the paperclip icon to attach files. This action will not attach the files to the application. After adding an attachment, select the **View Attachment** button to confirm you attached the correct file. To remove the file, select the **Delete Attachment** button.

OJP encourages all applicants to read this [Important Notice: Applying for Grants in Grants.gov](#).

For additional information, see the How to Apply (Grants.gov) section in the [OJP Grant Application Resource Guide](#).

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Reducing Injury and Death of Missing Individuals with Dementia and Developmental Disabilities Program

CFDA # 16.015

A. Program Description

Overview

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

Statutory Authority: The Missing Americans Alert Program, 34 U.S.C. 12621

Project-specific Information

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

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

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

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

Objectives and Deliverables

Category 1: Proactive Programs (Competition ID: BJA-2020-17211)

The objective is to design, establish, or operate holistic, locally based, proactive programs to locate or prevent the wandering of individuals with forms of dementia such as Alzheimer's

disease or developmental disabilities such as autism, who, due to their condition, wander from safe environments.

Deliverables can be all or some of the following:

1. Increase public awareness of missing persons with Alzheimer's disease and other forms of dementia or developmental disabilities.
2. Provide prevention and response information, including online training resources, and referrals to families or guardians of individuals who, due to their condition, wander from a safe environment.
3. Establish or expand community partnerships among local law enforcement, other public safety agencies, and the communities they serve in an effort to prevent persons with forms of dementia or developmental disabilities from wandering, and to locate them in the event they go missing.
4. Provide education and training, including online training resources, to first responders, school personnel, clinicians, and the public in order to:
 - a. Ensure the safety and reduce the incidence of wandering of persons with dementia or developmental disabilities.
 - b. Facilitate the rescue and recovery of individuals who wander from safe environments.
 - c. Recognize and respond appropriately to individuals who wander from safe environments.
5. Provide prevention and response training and emergency protocols to school administrators, school staff, and families or guardians of individuals with dementia or developmental disabilities to help reduce or prevent the risk of wandering by such individuals.
6. Develop, operate, or enhance a notification system that generates alerts, advisories, or other information for the recovery of missing individuals with dementia or developmental disabilities.

Category 2: Tracking Technology (Competition ID: BJA-2020-17212)

The objective is to purchase, develop, or implement locally based tracking technology for individuals with forms of dementia such as Alzheimer's disease or developmental disabilities such as autism, who, due to their condition wander from safe environments. Deliverables can be all or some of the following:

1. Partner with health care agencies or state or local public safety agencies in the design and establishment of this technology. Applicants should include letters of support and/or memorandums of understanding (MOUs) to demonstrate the intent to partner with these agencies. Note:
 - a. Any collection, use, and retention of data under this program is solely for the purpose of preventing injury or death of a person assigned a tracking device.

- b. Participation in this program must remain entirely voluntary for participants. A guardian or parent shall make any decisions about whether or not to accept a tracking device for an individual.
- 2. Participate and assist in any OJP efforts to develop standards and best practices for the use of noninvasive and nonpermanent tracking devices that a guardian or parent has determined to be the least restrictive alternative to locate individuals.

Grantees under both categories may be asked to provide detailed information on the technology companies and other organizations (public and nonprofit) they will partner with to implement programs.

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

Evidence-based Programs or Practices

OJP strongly emphasizes the use of data and evidence in policymaking and program development in criminal justice, juvenile justice, and crime victim services. For additional information and resources on evidence-based programs or practices, see the [OJP Grant Application Resource Guide](#).

Information Regarding Potential Evaluation of Programs and Activities

Applicants should note that OJP may conduct or support an evaluation of the programs and activities funded under this solicitation. For additional information, see the [OJP Grant Application Resource Guide](#) section titled Information Regarding Potential Evaluation of Programs and Activities.

B. Federal Award Information

Maximum number of awards BJA expects to make	12
Estimated maximum dollar amount for each award	\$150,000 each
Total amount anticipated to be awarded under solicitation	\$1,800,000
Period of performance start date	October 1, 2020
Period of performance duration	36 months

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

Under this solicitation, only one application by any particular applicant entity will be considered. An entity may, however, be proposed as a subrecipient (subgrantee) in more than one application.

BJA may elect to fund applications submitted under this FY 2020 solicitation in future fiscal years, dependent on, among other considerations, the merit of the applications and on the availability of appropriations.

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

Type of Award

BJA expects to make awards under this solicitation as grants. See the Administrative, National Policy, and Other Legal Requirements section of the [OJP Grant Application Resource Guide](#) for 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 Requirements² 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

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

Cost Sharing or Match Requirement

This solicitation does not require a match.

Please see the [OJP Grant Application Resource Guide](#) for information on the following:

[Pre-agreement Costs \(also known as Pre-award Costs\)](#)

[Limitation on Use of Award Funds for Employee Compensation; Waiver](#)

[Prior Approval, Planning, and Reporting of Conference/Meeting/Training Costs](#)

[Costs Associated with Language Assistance \(if applicable\)](#)

C. Eligibility Information

For eligibility information, see title page.

For information on cost sharing or match requirements, see above.

D. Application and Submission Information

What an Application Should Include

The following application elements MUST be included in the application submission for an application to meet the basic minimum requirements (BMR) to advance to peer review and receive consideration for funding: Program Narrative, Budget Detail Worksheet and Budget Narrative.

See the Application Elements and Formatting Instructions section of the [OJP Grant Application Resource Guide](#) for information on what happens to an application that does not contain all of the specified elements or that is nonresponsive to the scope of the solicitation.

² The "Part 200 Uniform Requirements" means the DOJ regulation at 2 C.F.R Part 2800, which adopts (with certain modifications) the provisions of 2 C.F.R. Part 200.

1. Application for Federal Assistance (Standard Form (SF)-424)

The SF-424 is a required standard form used as a cover sheet for submission of preapplications, applications, and related information. See the [OJP Grant Application Resource Guide](#) for additional information on completing the SF-424.

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

2. Project Abstract

Include an abstract that summarizes the proposed project in 400 words or fewer. Project abstracts should be:

- Written for a general public audience.
- Submitted as a separate attachment with "Project Abstract" as part of its file name.
- Single-spaced, using a standard 12-point Times New Roman font with 1-inch margins.

In addition, the abstract must:

- Include the names of the lead applicant and the partner applicant, a brief description of how the applicant plans to address the problem, and the amount of federal funding requested.
- Indicate if the proposed partner employs a person-centered approach that minimizes restrictive interventions and has a direct link to individuals and families of individuals with forms of dementia or developmental disabilities.

As a separate attachment, the project abstract will not count against the page limit for the program narrative.

3. Program Narrative

The program narrative must respond to the solicitation and the Review Criteria (1–5 on page 11) in the order given. The program narrative must be double-spaced, using a standard 12-point Times New Roman font with 1-inch margins, and must not exceed **15** pages. Please number pages "1 of 15," "2 of 15," etc. If the program narrative fails to comply with these length-related restrictions, BJA may negatively consider such noncompliance in peer review and in final award decisions.

The following sections should be included as part of the program narrative³:

- a. Description of the Issue
- b. Project Design and Implementation
- c. Capabilities and Competencies
- d. Plan for Collecting the Data Required for this Solicitation's Performance Measures

³ For information on subawards (including the details on proposed subawards that should be included in the application), see "Budget and Associated Documentation" under [Section D. Application and Submission Information](#).

OJP will require each successful applicant to submit regular performance data that demonstrate the results of the work carried out under the award. The performance data directly relate to the objectives and deliverables identified under "Objectives and Deliverables" in [Section A. Program Description](#).

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

Performance measures for this solicitation are listed in [Appendix A: Performance Measures Table](#).

The application should demonstrate the applicant's understanding of the performance data reporting requirements for this grant program and detail how the applicant will gather the required data.

Please note that applicants are **not** required to submit performance data with the application. Performance measures information is included as an alert that successful applicants will be required to submit performance data as part of the reporting requirements under an award.

Award recipients will be required to provide the relevant data by submitting quarterly performance metrics through BJA's online Performance Measurement Tool (PMT).

Note on Project Evaluations

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

Please see the [OJP Grant Application Resource Guide](#) for information on the following:

4. [Budget Information and Associated Documentation](#) in the Budget Preparation and Submission Information section.
5. [Indirect Cost Rate Agreement](#)
6. [Tribal Authorizing Resolution](#) (if applicable)
7. [Financial Management and System of Internal Controls Questionnaire \(including applicant disclosure of high-risk status\)](#)
8. [Disclosure of Lobbying Activities](#)
9. [Applicant Disclosure of Pending Applications](#)
10. [Applicant Disclosure and Justification – DOJ High Risk Grantees](#)⁴ (if applicable)

⁴ A "DOJ High Risk Grantee" is a recipient that has received a DOJ High-Risk designation based on a documented history of unsatisfactory performance, financial instability, management system or other internal control deficiencies, or noncompliance with award terms and conditions on prior awards, or that is otherwise not responsible.

11. Disclosure of Process Related to Executive Compensation

12. Additional Attachments

a. Project Task and Timeline

Include a comprehensive timeline, broken down by year (with an estimated start date of October 1, 2020), detailing each project goal, related objective, activity, expected completion date, and who is responsible for each activity (provide title and agency).

b. Applicant Disclosure of Proposed Subrecipients

Attach a list of proposed subrecipients of grant funding, if applicable, that includes the name, organizational affiliation, and location of the proposed subrecipient entity.

c. Applicant Letters of Support and/or MOUs

For Category 2, include letters of support and/or MOUs to demonstrate partnerships with health care agencies or state or local public safety agencies in the design and establishment of the tracking technology.

How To Apply (Grants.gov)

Applicants must register in and submit applications through [Grants.gov](https://www.grants.gov), a primary source to find federal funding opportunities and apply for funding. Find information on how to apply in response to this solicitation in the [OJP Grant Application Resource Guide](#).

Registration and Submission Steps

Applicants will need the following identifying information when searching for the funding opportunity on Grants.gov.

1. CFDA #16.015, Missing Alzheimer's Disease Patient Assistance Program

2. Funding Opportunity #: BJA-2020-17210

3. Select the correct Competition ID. Some OJP solicitations posted to Grants.gov contain multiple categories, denoted by the individual Competition ID. If applying to a solicitation with multiple Competition IDs, select the appropriate Competition ID for the intended category of the application.

Category 1: Competition ID: BJA-2020-17211

Category 2: Competition ID: BJA-2020-17212

For information on each registration and submission step, see the [OJP Grant Application Resource Guide](#).

E. Application Review Information

Review Criteria

Applications that meet basic minimum requirements will be evaluated by peer reviewers using the following review criteria.

1. Description of the Issue (15 percent)

- Describe the specific problem in the applicant's geographic area.

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

2. Project Design and Implementation (40 percent)

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

3. Capabilities and Competencies (25 percent)

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

4. Plan for Collecting the Data required for this Solicitation's Performance Measures (10 percent)

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

5. Budget (10 percent)

- Submit a budget that is complete, cost effective, and allowable (e.g., reasonable, allocable, and necessary for project activities).
- The budget narrative should generally demonstrate how the applicant will maximize cost effectiveness of grant expenditures. It should explain how costs are intended to meet the objectives of the project and show all calculations. The budget narrative should demonstrate cost effectiveness in relation to potential alternatives and the objectives of the project.⁵
- Applicants must set aside an adequate amount of funding to implement a data collection plan using the performance measures.
- Applicants must set aside an adequate amount of funding for travel of up to two staff members to one grantee meeting in Washington, DC.

Review Process

BJA reviews an application to make sure that the information presented is reasonable, understandable, measurable, achievable, and consistent with the solicitation requirements. See the [OJP Grant Application Resource Guide](#) for information on the application review process for this solicitation.

In addition, if OJP anticipates that an award will exceed \$250,000 in federal funds, OJP also must review and consider any information about the applicant that appears in the nonpublic 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, at its option, may review and comment on any information about itself that currently appears in FAPIIS and was entered by a federal awarding agency. OJP will consider any such comments by the applicant, in addition to the other information in FAPIIS, in its assessment of the risk posed by the applicant.

Absent explicit statutory authorization or written delegation of authority to the contrary, all final award decisions will be made by the Assistant Attorney General, who may take into account not only peer review ratings and BJA recommendations, but also other factors as indicated in this section.

F. Federal Award Administration Information

Please see the [OJP Grant Application Resource Guide](#) for information on the following:

[Federal Award Notices](#)

[Administrative, National Policy, and Other Legal Requirements](#)

OJP strongly encourages prospective applicants to review information on post-award legal requirements and common OJP award conditions **prior** to submitting an application.

⁵ Generally speaking, a reasonable cost is a cost that, in its nature or amount, does not exceed that which would be incurred by a prudent person under the circumstances prevailing at the time the decision was made to incur the costs.

If selected for funding, in addition to implementing the funded project consistent with the OJP-approved application, the recipient must comply with all award conditions, and all applicable requirements of federal statutes and regulations (including applicable requirements referred to in the assurances and certifications executed in connection with award acceptance).

For additional information on these legal requirements, see the “Administrative, National Policy, and Other Legal Requirements” section in the [OJP Grant Application Resource Guide](#).

Information Technology (IT) Security Clauses

General Information About Post-Federal Award Reporting Requirements

In addition to the deliverables described in [Section A. Program Description](#), any recipient of an award under this solicitation will be required to submit certain reports and data.

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

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

G. Federal Awarding Agency Contact(s)

For OJP contact(s), see the title page.

For contact information for Grants.gov, see the title page.

H. Other Information

Please see the [OJP Grant Application Resource Guide](#) for information on the following:

[Freedom of Information and Privacy Act \(5 U.S.C. 552 and 5 U.S.C. 552a\)](#)

[Provide Feedback to OJP](#)

Appendix A: Performance Measures Table

Objectives	Performance Measure	Data Grantee Provides
Objective 1: Provide education and training on methods that improve response to and increase the safety of persons at risk of wandering	Number of trainings conducted	Number of grant funded trainings conducted during the reporting period.
	Number of participants who attend the training	Number of first responders who attended grant funded training during the reporting period. Number of school personnel who attended grant funded training during the reporting period. Number of clinicians who attended grant funded training during the reporting period. Number of members of the public who attended grant funded training during the reporting period.
	Number of public awareness campaign activities	Number of public awareness campaign activities (e.g. email blast, media campaigns, public forums, etc.) conducted to promote and educate individuals about efforts to locate missing persons with Alzheimer’s disease and other forms of dementia during the reporting period.
	Number of nonprofit sector partnerships	Number of nonprofit partners actively involved in the program during the reporting period. Name and contribution of each nonprofit partner actively involved in the program during the reporting period.
	Percentage of individuals that wandered from a supervised setting	Number of vulnerable individuals reported missing during the reporting period. Of those, the number of missing vulnerable individuals who wandered from a supervised setting.
	Number of emergency protocols created or improved	Number of emergency protocols for school officials created or improved. Number of emergency protocols for first responders created or improved. Number of emergency protocols for caregivers and family created or improved.

Objectives	Performance Measure	Data Grantee Provides
	Number of new prevention initiatives or programs created	Number of new prevention initiatives or programs created during the reporting period for persons at risk of wandering.
Objective 2: Design, establish, and operate locative tracking technology for vulnerable individuals	Number of individuals provided with locative tracking devices	Number of individuals provided with locative tracking devices during the reporting period.
	Percentage of missing vulnerable individuals tracked with a locative tracking device	Number of vulnerable individuals reported missing during the reporting period. Of those, the number of missing vulnerable individuals tracked using assigned locative devices during the reporting period.
	Percentage of missing individuals equipped with locative tracking technology that resulted in safe recovery	Number of missing incidents involving vulnerable individuals where locative tracking technology was used during the reporting period. Number of times tracking resulted in the safe recovery of an individual who had wandered during the reporting period.
	Difference in the average number of hours to recover wandering individuals with and without a locative device	Average number of hours elapsed between report of wandering and location of an individual who had wandered for individuals without a locative device during the reporting period. Average number of hours elapsed between report of wandering and location of an individual who had wandered for individuals with a locative device during the reporting period.
	Difference in the average number of contributing parties involved in the recovery of a wandering individual with and without a locative device	Average number of contributing parties (e.g., police, hospitals, social services, community members, etc.) involved in the recovery of a missing vulnerable individual with a locative device during the reporting period. Average number of contributing parties (e.g., police, hospitals, social services, community members, etc.) involved in the recovery of a missing vulnerable individual without a locative device during the reporting period.

Appendix B: Application Checklist

Reducing Injury and Death of Missing Individuals with Dementia and Developmental Disabilities Program

This application checklist has been created as an aid in developing an application.

What an Applicant Should Do:

Prior to Registering in Grants.gov:

- Acquire a DUNS Number (see [OJP Grant Application Resource Guide](#))
- Acquire or renew registration with SAM (see [OJP Grant Application Resource Guide](#))

To Register with Grants.gov:

- Acquire AOR and Grants.gov username/password (see [OJP Grant Application Resource Guide](#))
- Acquire AOR confirmation from the E-Biz POC (see [OJP Grant Application Resource Guide](#))

To Find Funding Opportunity:

- Search for the Funding Opportunity on Grants.gov (see [OJP Grant Application Resource Guide](#))
- Select the correct Competition ID (see page 11)
- Access Funding Opportunity and Application Package (see [OJP Grant Application Resource Guide](#))
- Sign up for Grants.gov email [notifications](#) (optional) (see [OJP Grant Application Resource Guide](#))
- Read [Important Notice: Applying for Grants in Grants.gov](#)
- Read OJP policy and guidance on conference approval, planning, and reporting available at [ojp.gov/financialguide/DOJ/PostawardRequirements/chapter3.10a.htm](#) (see [OJP Grant Application Resource Guide](#))

After Application Submission, Receive Grants.gov Email Notifications That:

- (1) application has been received,
- (2) application has either been successfully validated or rejected with errors (see [OJP Grant Application Resource Guide](#))

If No Grants.gov Receipt, and Validation or Error Notifications Are Received:

- Contact BJA regarding technical difficulties (see [OJP Grant Application Resource Guide](#))

Overview of Post-Award Legal Requirements:

- Review the "[Overview of Legal Requirements Generally Applicable to OJP Grants and Cooperative Agreements - FY 2020 Awards](#)" in the [OJP Funding Resource Center](#).

Scope Requirement:

- The federal amount requested is within the allowable limit(s) of \$150,000.

Eligibility Requirement:

See title page.

What an Application Should Include:

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

- Project Narrative (see page 9)
- Budget Detail Worksheet (including Narrative) (see [OJP Grant Application Resource Guide](#))
- Application for Federal Assistance (SF-424) (see [OJP Grant Application Resource Guide](#))
- Project Abstract (see page 9)
- Indirect Cost Rate Agreement (if applicable) (see [OJP Grant Application Resource Guide](#))
- Tribal Authorizing Resolution (if applicable) (see [OJP Grant Application Resource Guide](#))
- Financial Management and System of Internal Controls Questionnaire (see [OJP Grant Application Resource Guide](#))
- Disclosure of Lobbying Activities (SF-LLL) (see [OJP Grant Application Resource Guide](#))
- Applicant Disclosure of Pending Applications (see [OJP Grant Application Resource Guide](#))
- Applicant Disclosure and Justification – DOJ High Risk Grantees (if applicable) (see [OJP Grant Application Resource Guide](#))
- Disclosure of Process related to Executive Compensation (see [OJP Grant Application Resource Guide](#))
- Request and Justification for Employee Compensation; Waiver (if applicable) (see [OJP Grant Application Resource Guide](#))

Additional Attachments:

- Project Task and Timeline (see page 11)
- Applicant Disclosure of Proposed Subrecipients (see page 11)
- Applicant letters of support and/or MOUs (see page 11)