

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



BJA FY 23 Field Initiated: Encouraging Innovation

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Step 1: Application Grants.gov Deadline: June 08, 2023 8:59 PM ET

Step 2: Application JustGrants Deadline: June 15, 2023 8:59 PM ET

Overview

The U.S. Department of Justice (DOJ), Office of Justice Programs (OJP), Bureau of Justice Assistance (BJA) seeks applications for funding to prevent and reduce crime and enhance the criminal justice system through innovative approaches that accelerate justice by identifying, defining, and responding to emerging or chronic crime problems and systemic issues. BJA is looking for proposed strategies to address these problems and issues, including trying new approaches, addressing gaps in responses, building or translating research knowledge, or building capacity. This program furthers the DOJ's mission by providing resources to support state, local, tribal, and territorial efforts to reimagine their approaches and strategies to enhance fairness and access to justice; prevent and reduce crime, including violent crime; prevent and respond to overdoses; support crime victims; improve relationships and build trust between communities and the justice system; increase access to justice and supportive services; and advance innovative improvements within the justice system.

This solicitation incorporates guidance provided in the OJP Grant Application Resource Guide which provides additional information for applicants to prepare and submit applications to OJP for funding. **If this solicitation expressly modifies any provision in the OJP Grant Application Resource Guide, the applicant is to follow the guidelines in this solicitation as to that provision.**

Solicitation Categories

Competition ID	Category *	Number of Awards	Dollar Amount for Award	Performance Start Date	Performance Duration (Months)
C-BJA-2023-00091-PROD	Category 1: State, local, tribal, or regional field tests with a research partnership	7	\$1,000,000	10/1/23 12:00 AM	36
C-BJA-2023-00092-PROD	Category 2: National strategies to advance or translate knowledge	3	\$1,000,000	10/1/23 12:00 AM	36

Eligible Applicants:

City or township governments, County governments, For profit organizations other than small businesses, Native American tribal governments (Federally recognized), Nonprofits having a 501(c)(3) status with the IRS, other than institutions of higher education, Nonprofits that do not have a 501(c)(3) status with the IRS, other than institutions of higher education, Private institutions of higher education, Public and State controlled institutions of higher education, Public housing authorities/Indian housing authorities, Special district governments, State governments

Category 1

- State governments
- Special district governments
- City or township governments
- Public and state controlled institutions of higher education
- County governments
- Public housing authorities/Indian housing authorities
- Native American tribal governments (Federally recognized)
- Nonprofits having a 501(c)(3) status with the IRS, other than institutions of higher education
- Nonprofits that do not have a 501(c)(3) status with the IRS, other than institutions of higher education
- Private institutions of higher education
- For profit organizations other than small businesses

Category 2

- Public and state-controlled institutions of higher education (including tribal institutions of higher education)
- Public housing authorities/American Indian housing authorities
- 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
- For-profit organizations other than small businesses

Regional applications must be submitted by one eligible entity as listed above on behalf of multiple entities that include state, local, or tribal representation.

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

BJA will consider applications under which two or more entities would carry out the federal award; however, only one entity may be the applicant. Any others must be proposed as subrecipients (subgrantees). For additional information on subawards, see the [OJP Grant Application Resource Guide](#).

BJA may elect to fund applications submitted under this FY 2023 solicitation in future fiscal years, dependent on, among other considerations, the merit of the applications and the availability of appropriations.

Contact Information

For assistance with the requirements of this solicitation, contact the OJP Response Center at 800-851-3420, 301-240-6310 (TTY for hearing-impaired callers only), or grants@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.

Pre-application Information Session

BJA will hold a solicitation webinar on May 16, 2023, at 1 p.m. ET. This call will provide a detailed overview of the solicitation and allow an opportunity for interested applicants to ask questions. Preregistration is required for all participants. Register by clicking on this [link](#) and following the instructions. To use the time most efficiently, BJA encourages participants to review the solicitation and submit any questions they may have in advance and no later than May 12, 2023. Submit your questions to the [OJP Response Center](#) with the subject as “Questions for FY2023 Field Initiated: Encouraging Innovation Webinar.”

Submission Information

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

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

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

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

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

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

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

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Program Description

Overview

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

With this solicitation, BJA seeks to support new and innovative strategies for preventing and reducing crime, improving community safety, and strengthening criminal justice system outcomes. BJA seeks to accomplish this by promoting collaborations with the field to identify, define, and respond to emerging or chronic crime problems or justice system challenges. BJA is looking for strategies that address these issues, including trying new approaches, addressing gaps in responses, building or translating research knowledge, or building capacity.

Applications under this program should not duplicate other BJA-funded solicitations and should have the potential to broadly benefit the field of criminal justice nationally. In particular, BJA is seeking applications that address the following goals, while also building approaches and tools that enhance criminal justice reforms that build public confidence in the criminal justice system and trust between residents and the criminal justice system:

- Respond to precipitous increases in crime, including violent crime, and improve system capacity to track and respond to increases in these kinds of crime.
- Address substance use disorders and/or efforts to prevent or respond to drug overdoses and fatalities.
- Improve outcomes for justice system involved individuals, including those who are currently or formerly incarcerated.
- Respond to an increase in hate crimes and/or increase access to justice and supportive services.

Statutory Authority

Any awards under this solicitation would be made under statutory authority provided by one or more of the following: Pub. L. No. 90-351, Title I, Sec. 506(b) (codified at 34 U.S.C. 10157(b)); Department of Justice Appropriations Act, 2023, (Pub. L. No. 117-328; 136 Stat. 4459, 4536 - 4537); Pub. L. No. 111-84, Div. E, Sec. 4704 (codified at 34 U.S.C. 30503); Pub. L. No. 90-351, Title I, Part EE (codified at 34 U.S.C. 10611 - 10619); Pub. L. No. 110-199, Sec. 115 (codified at 34 U.S.C. 60511) and Sec. 201 (codified at 34 U.S.C. 60521). The Edward Byrne Memorial Justice Assistance Grant (JAG) Program authorization provides that up to 5 percent of the funds available to carry out subpart 1 of Title I, Part E of the Omnibus Crime Control and Safe Streets Act of 1968 may be granted, among other reasons, for one or more of the purposes specified in 34 U.S.C. § 10152 upon a determination that it is necessary “to combat, address, or otherwise respond to precipitous or extraordinary increases in crime, or in a type or types of crime.” 34 U.S.C. § 10157(b)(1).

Specific Information

BJA is seeking proposals from eligible agencies and organizations to develop and implement new and innovative strategies that better enable criminal justice systems to prevent and respond to emerging or chronic challenges that affect multiple agencies within the criminal justice system and many communities in the United States. Proposals must aim to fill a gap in the current base of knowledge and/or test a new idea for addressing public safety and criminal justice issues, and be developed or implemented in a way that allows other communities or organizations to learn from and potentially replicate the approach.

There are a number of challenges facing the criminal justice field at this time. The criminal justice system serves an important role in protecting communities and seeking justice for victims. For criminal justice leaders to effectively fulfill their roles, they must lead with the principles of ensuring a fair, open, and equitable system. There is a growing recognition that our criminal justice system — like other government systems — must be evidence-based, meet clear performance measures, and withstand the scrutiny of fiscal, cost-benefit, and racial impact analyses. This includes investing in tools and building the capacity to conduct regular systemic evaluations of our criminal justice system, promote restorative practices and rehabilitation that consider unintended impacts on people and their communities, and build the integrity of the criminal justice system.

To build strong, safe, and healthy communities, it is critical to address the underlying entrenched issues of inequity and disparity in the criminal justice system and for all persons to receive equal treatment under the law. To create change, jurisdictions need to first understand how the structures and incentives within their own criminal justice systems are driving adverse outcomes in order to target resources more effectively.

Jurisdictions must now implement efforts to accelerate justice at a time of unprecedented circumstances. The COVID pandemic created a level of complexity in criminal justice responses that required new, innovative approaches to address emergent challenges, including ensuring the safety of staff and those in the criminal justice system, while also managing a backlog of cases and ensuring the protections of the Sixth Amendment. Many communities are seeking significant changes in approach to administering justice and safety, which must include effective responses to the precipitous increases in violent crime, in particular homicides, assaults, and hate crimes. In addition, communities have also been facing the impact of rising overdoses, overdose fatalities, and opiate and stimulant use and related crimes. To build responses to these urgent concerns, BJA is seeking to promote innovations that can enhance understanding and evaluation of approaches that are fair, just, restorative, and effective.

For a proposal to be considered “innovative,” it must:

- Propose a strategy or response that has not been implemented previously, yet is supported by research, data, theory, or evidence;
- Propose a new modification to an existing strategy or response that has not been implemented previously, yet is supported by research, data, theory, or evidence;
- Propose a new approach to delivering existing evidence-based strategies or responses that have not been implemented previously and has the potential to reduce costs and

increase efficiencies while maintaining effectiveness (including organizational developments and changes that may enhance the effectiveness or long-term sustainability of the existing strategy or response); or

- Seek to update current knowledge and practice in a particular area of need.

BJA encourages applicants to propose approaches that address one or more of these focus areas:

- Develop innovative, fair, and equitable responses to combat, address, or otherwise respond to precipitous or extraordinary increases in crime, or in a type or types of crime, such as homicides, assaults, and hate crimes.
- To address and prevent hate crimes by strengthening responses to these crimes and building relationships in communities between stakeholders including, but not limited to, law enforcement, diverse racial and ethnic communities, victim services organizations, etc. through partnerships and innovative solutions or pilot programs.
- To ensure a capable and able criminal justice workforce to address the increases in crime and public health challenges, study challenges related to recruitment, retention, and wellness of personnel in the criminal justice, first responder, community-based, and partner agencies.
- Enhance collaboration among criminal justice, behavioral health, and public health systems to reduce barriers to success for persons in the criminal justice system with substance use and/or mental health issues.
- Build alternative strategies and systems — such as restorative justice approaches, programs that deflect or divert persons from the justice system and community responder models, and/or strategies for addressing other public order infractions — that enhance outcomes for those with criminal justice involvement and/or prevent unnecessary involvement in the criminal justice system. This may include efforts to expand access to services for individuals experiencing behavioral health needs, substance use disorders, and other crises, as well as supporting law enforcement and/or community-driven efforts to effectively resolve problems and reduce arrests.
- Accelerate justice through the creation of approaches and tools that build the capacity to gather and analyze data and information to understand key decision points and levers for change to reduce rates of incarceration, community correctional control, and racial disparities, including through reforming pretrial processes, sentencing practices, mandatory minimums, and collateral consequences.

Proposals should address demonstrated gaps in the functions and knowledge base of the criminal justice system or address a need for which there are limited or nonexistent services. If the proposal advances a new approach that builds upon previous BJA-funded work, the applicant must specify within the project description how the new project will be different from the existing work. BJA will not fund applications that are not responsive to the scope of this solicitation. Applications will be considered unresponsive if:

- Funding is being sought for a specific program for which the applicant has been or is currently receiving funding from DOJ in the last 3 fiscal years.

- Proposed projects or topic areas are not within the mission of BJA or are not generally seen or documented as a priority issue for the state, local, or tribal justice community.
- The definition of “innovative” is not satisfied as described above.

Proposals can be focused on an individual community, a city or county, a state, a federally recognized tribe, or a region within a state or across at least two states. Proposals may also provide a national resource to build knowledge and tools that will serve many communities.

Applications are sought in two areas:

Category 1: Applications that propose to test a strategy or theory of change at the state, local, tribal, or regional level working with a research partner to document the implementation and develop tools to support national replication. Regional projects must propose a model that is specific to a regional need or could be effectively implemented regionally and replicated elsewhere. In Category 1, applicants are required to formally partner with a research organization for project development, assessment, and/or evaluation activities, as well as the development of tools to support replication. No more than 20 percent of the total budget may be used to support research or evaluation services.

Category 2: Applications that propose to develop targeted national strategies to advance or translate knowledge that will make an impact in addressing a critical need or gap in the field. In Category 2, applicants are required to work with a research partner to document the implementation and develop tools to support further implementation in the field. No more than 50 percent of the total budget may be used to support research or evaluation services.

Examples of previously funded field-initiated projects can be accessed at [FY 2022 Field Initiated: Encouraging Innovation | Bureau of Justice Assistance \(ojp.gov\)](#). For assistance on research partnerships, applicants may wish to access the [Center for Research Partnerships and Program Evaluation](#).

Goals, Objectives, and Deliverables

Goals

Under this solicitation, BJA seeks to accelerate justice by inviting the field to identify, define, and test innovative or promising solutions to advance learning and knowledge that address one of the focus areas faced by one or more components of the criminal justice continuum (including, but not limited to, law enforcement, courts, and corrections, as well as collaborations with community or behavioral health stakeholders and entities) and propose a strategy to translate and enhance the capacity of the field overall to address one or more of the following goals: (1) respond to a precipitous increase in crime or a particular type of crime; (2) address substance use disorders and/or prevent or respond to drug overdoses and fatalities; (3) improve outcomes for justice system-involved individuals, including those who are currently or formerly incarcerated; and (4) respond to an increase in hate crimes and/or increase access to justice and supportive services.

Objectives

An applicant should address the objectives that are relevant to their proposed program/project

in the Goals, Objectives, and Deliverables. All applications submitted in response to this solicitation must address one or more of the four goals described above. To meet these goals, BJA encourages applicants to propose approaches that address one or more of these focus areas:

Develop innovative, fair, and equitable responses to combat, address, or otherwise respond to precipitous or extraordinary increases in crime, or in a type or types of crime, such as homicides, assaults, and hate crimes.

Address and prevent hate crimes by strengthening responses to these crimes and building relationships in communities between stakeholders including, but not limited to law enforcement, diverse racial and ethnic communities, victim services organizations, etc. through partnerships and innovative solutions or pilot programs.

Ensure a capable and able criminal justice workforce to address the increases in crime and public health challenges, study challenges related to recruitment, retention, and wellness of personnel in the criminal justice, first responder, community-based, and partner agencies.

Enhance collaboration among criminal justice, behavioral health, and public health systems to reduce barriers to success for persons in the criminal justice system with substance use and/or mental health issues.

Build alternative strategies and systems – such as restorative justice approaches, programs that deflect or divert persons from the justice system, community responder models and/or strategies for addressing other public order infractions – that enhance outcomes for those with criminal justice involvement and/or prevent unnecessary involvement in the criminal justice system. This may include efforts to expand access to services for individuals experiencing behavioral health needs, substance use disorders, and other crises, as well as supporting law enforcement and/or community-driven efforts to effectively resolve problems and reduce arrests.

Accelerate justice through the creation of approaches and tools that build the capacity to gather and analyze data and information to understand key decision points and levers for change to reduce rates of incarceration, community correctional control, and racial disparities, including through reforming pretrial processes, sentencing practices, mandatory minimums, and collateral consequences.

Deliverables

Category 1: All proposed project deliverables should include practical tools and materials for use by other criminal justice practitioners and policymakers to support replication of the innovations. They should include, but not be limited to, program manuals, program assessments/evaluations, training curricula, policy-relevant documents, implementation guides, and toolkits.

Applicants, in collaboration with the identified researcher, must develop an action plan within the first 6 months of the grant award. The action plan must be developed with the identified researcher and must contain a description of the problem and the data that led to its identification, a logic model that identifies the strategy(ies) to be tested, the project's expected

result(s), and the plan for an impact evaluation.

The researcher must also conduct an evaluation of all grant-funded activities and provide a copy of the annual, interim, and final evaluation reports prior to the close of the grant period.

Category 2: All proposed project deliverables should include the development of targeted national strategies that will make an impact in addressing a critical need or gap in the field, including knowledge, working with a research partner to document the implementation and developing tools and knowledge transfer to support further implementation in the field. This could include training and technical assistance (TTA) projects.

The selected applicants will engage the field and build capacity to understand and address at least one of the focus areas outlined in this solicitation. This could include projects to assess, analyze, or advance knowledge in one of the focus areas; build new tools or resources for the field; address a critical gap in the field, including the provision of TTA and analysis; or address other needs of the field that are consistent with the focus areas outlined above.

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."

Priority Areas

The Department of Justice 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.

1. Priority Considerations Supporting Executive Order 13985, *Advancing Racial Equity and Support for Underserved Communities Through the Federal Government*

In support of this [Executive Order](#), OJP will provide priority consideration when making award decisions to the following:

- A. Applications that propose project(s) that are designed to promote racial equity and the removal of barriers to access and opportunity for communities that have been historically

underserved, marginalized, and adversely affected by inequality.

To receive this consideration, the applicant must describe how the proposed project(s) will address potential racial inequities and contribute to greater access to services and opportunities for communities that have been historically underserved, marginalized, and adversely affected by inequality, and identify how the project design and implementation will specifically incorporate the input or participation of those communities and populations disproportionately impacted by crime, violence, and the criminal justice system overall. Examples addressing this requirement include, but are not limited to, the following: budgeted project planning and/or implementation meetings with community stakeholders representing historically underserved and marginalized communities; outreach and/or public awareness campaigns specifically tailored to historically underserved and marginalized communities to encourage participation in the proposed project(s); budgeted incorporation of members representing historically underserved and marginalized communities in program evaluation, surveys, or other means of project feedback; and partnership with organizations that primarily serve communities that have been historically underserved, marginalized, and adversely affected by inequality.

B. Applicants that demonstrate that their capabilities and competencies for implementing their proposed project(s) are enhanced because they (or at least one proposed subrecipient that will receive **at least 40%** of the requested award funding, as demonstrated in the Budget Web-Based Form) identify as a *culturally specific organization*.

To receive this additional priority consideration, applicants must describe how being a culturally specific organization (or funding the culturally specific subrecipient organization(s)) will enhance their ability to implement the proposed project(s) and should also specify which populations are intended or expected to be served or to have their needs addressed under the proposed project (s).

Culturally specific organizations are defined for the purposes of this solicitation as private nonprofit or tribal organizations whose primary purpose as a whole is to provide culturally specific services to racial and ethnic groups, including, among others, Black people, Hispanic and Latino people, Native American and other Indigenous peoples of North America (including Alaska Native, Eskimo, and Aleut), Asian Americans, Native Hawaiians, and/or Pacific Islanders.

Note: Addressing these priority areas is one of many factors that OJP considers in making funding decisions. Receiving priority consideration for one or more priority areas does not guarantee an award.

Federal Award Information

Solicitation Categories

Competition ID	Category *	Number of Awards	Dollar Amount for Award	Performance Start Date	Performance Duration (Months)
C-BJA-2023-00091-PROD	Category 1: State, local, tribal, or regional field tests with a research partnership	7	\$1,000,000	10/1/23 12:00 AM	36
C-BJA-2023-00092-PROD	Category 2: National strategies to advance or translate knowledge	3	\$1,000,000	10/1/23 12:00 AM	36

Awards, Amounts and Durations

Anticipated Number of Awards

10

Anticipated Maximum Dollar Amount of Awards

\$1,000,000

Period of Performance Start Date

10/1/23

Period of Performance Duration (Months)

36

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

The budget must explicitly describe how the proposed budget items directly apply to the program’s design and will assist the applicant in meeting the program’s objectives. In addition to the unallowable costs identified in the DOJ Grants Financial Guide, award funds may not be used for the following:

- Prizes, rewards, entertainment, trinkets, or any other monetary incentives

- Client stipends

- Gift cards

- Purchase vehicles

- Food and beverages

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.

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

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 (Time 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 subject to [Executive Order \(E.O.\) 12372](#). An applicant may find the names and addresses of State Single Points of Contact (SPOCs) at the following website: <https://www.whitehouse.gov/wp-content/uploads/2020/04/SPOC-4-13-20.pdf>. If the applicant’s State appears on the SPOC list, the applicant must contact its SPOC to find out about, and comply with, the State’s process under E.O. 12372. On the SF-424, an applicant whose State appears on the SPOC list is to make the appropriate selection in response to question 19, once the applicant has complied with its State E.O. 12372 process. An applicant whose State does not appear on the SPOC list should answer question 19 by selecting “Program is subject to E.O. 12372 but has not been selected by the State for review.”

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.

The applicant should include the following:

Applicant’s name and the project’s title.

Dollar amount of federal grant funds requested.

Summary of the project's goals and activities.

Proposed key partners on the project.

List of key outcomes and products to be shared with the field.

State ability and willingness to serve as a peer expert.

If the applicant is seeking priority consideration, the applicant must provide the following information:

Which priority consideration is being sought: 1(A), 1(B), or both.

What page(s) in the proposal narrative provide documentation of the applicant's plan to respond to the priority consideration.

For applicants seeking priority consideration 1(B), who is the proposed subawardee to receive the funding and the amount of funds proposed.

The applicant should list which goal(s) they seek to address: (1) respond to a precipitous increase in crime or a particular type of crime, (2) address substance use disorders and/or prevent or respond to drug overdoses and fatalities, (3) improve outcomes for justice system-involved individuals including those who are currently or formerly incarcerated, and (4) respond to an increase in hate crimes and/or increase access to justice and supportive services.

In addition, the abstract should include specific language that indicates which of the allowable uses/activities, as listed below, the project will address along with each use/activity's percentage of the budget.

Planned Activities/ Allowable Uses	Select All that Apply	Percent of Budget
Accelerating justice through the creation of approaches and tools that build the capacity to gather and analyze data and information to understand key decision points and levers for change.		
Building alternative strategies and systems such as restorative justice approaches and diversion to enhance better outcomes for those in the criminal justice system.		
Enhancing collaboration across criminal justice,		

behavioral health, and public health agencies to address barriers for persons in the criminal justice system with substance use and/or mental health issues.		
Developing innovative, fair, and equitable responses to combat, address, or otherwise respond to precipitous or extraordinary increases in crime, or in a type or types of crime, such as homicides, assaults, etc.		
Improving relationships between communities and the criminal justice system by building trust and confidence, increasing access to justice, and improving perceptions of fairness across the criminal justice system.		
Addressing substance use disorders and substance use-related crime.		
Addressing hate crime (criminal offenses motivated by some form of bias toward victims on the basis of their perceived or actual race, color, religion, national origin, sexual orientation, gender, gender identity, or disability).		
Addressing precipitous increases in crime or a particular type of crime.		
Improving outcomes for individuals who have been incarcerated and reducing recidivism.		

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 15 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

Provide information that documents the impact of the problem to be addressed with the proposed project. This should describe it is consistent with the goals and objectives of this solicitation. The applicant must provide verified sources for the data that support the description of the issue. Identify and describe the specific challenges motivating the applicant's interest in applying for this grant and that address the relevant focus area to which the application responds.

Category 1 applications supporting state, local, tribal, or regional projects:

Describe how the project addresses: (a) a critical emerging or chronic crime problem or systemic issues faced by one or more components of the criminal justice system for which there currently are no resources, or resources are limited or insufficient, and (b) the specific area of focus and related goals and objectives. Include any relevant data, background information, and any other information to show the significance and importance of the issue(s), using data that are pertinent to understanding the identified problem.

Describe the need for testing of the proposed strategy in the field and gaps in capacity to address the issue.

Category 2 applications supporting national projects:

Describe how the project addresses: (a) a demonstrated gap in areas within the criminal justice system or in the knowledge base of criminal justice system practitioners or state and local policymakers for which there currently are no resources, or resources are limited or insufficient, and (b) the specific area of focus and related goals and objectives, consistent with the scope and goals of this solicitation. Include any relevant data, background information, and any other information to show the significance and importance of the issue(s), using data that are pertinent to understanding the identified problem.

b. Project Design and Implementation

Describe the strategy to address the needs identified in the Description of the Issue. List the activities and describe how they relate to the stated objectives. Activities are the specific actions to be undertaken to fulfill the program's objectives and reach the program's goal(s).

Provide a detailed description of the method(s) to be used to carry out each activity. Attach a timetable indicating roughly when the activities or program milestones are to be accomplished. Specifically address the following:

1. Describe the program model or strategy to be implemented.

2. Describe the process for the testing of a strategy and how the applicant will document implementation and develop tools to support replication.

3. Describe how the proposal satisfies the definition of “innovative,” as outlined in this solicitation.

4. Describe your specific strategy in detail, including:

- Key program elements and implementation.
- How the proposed innovative project is based upon and/or may contribute to evidence-based strategies or promising practices.
- How the project will create the required deliverables that will provide knowledge, tools, and materials that will be of significant value and benefit to criminal justice practitioners and policymakers.
- The role of research and data used to advance knowledge in the project.
- How project outcomes could serve as a model that could be replicated or translated in like sites or nationwide, as relevant.

If the applicant is seeking priority consideration for Priority 1(A), it should address in this section how the proposed project(s) will promote racial equity and the removal of barriers to access and opportunity for communities that have been historically underserved, marginalized, and adversely affected by inequality, and identify how the project design and implementation will specifically incorporate the input or participation of these communities.

c. Capabilities and Competencies

Fully describe the applicant’s capabilities to implement the project and the competencies of the staff assigned to the project and the organization overall. Describe the management structure and proposed staffing to implement the project and describe their roles and responsibilities, including decision making, as well as those of any co-applicants or partners, if applicable. Demonstrate, including giving specific examples, your organization’s expertise and experience in planning, developing, implementing, and managing criminal justice-related programs at the national, state, or local level, with a strong emphasis on the focus areas identified in this solicitation.

Attach letters of support or memoranda of understanding for each key partner to the project including any subrecipients.

Attach résumés/curricula vitae and/or job descriptions for any proposed staff or key partners who will be funded under the project.

Please describe your proposed research partner’s experience completing activities as those outlined in the solicitation. They could include:

- Developing a “theory of change” and/or logic models and lead research-driven problem-solving.
- Collecting and analyzing criminal justice and public safety data and using data to identify criminal justice and public safety-related problems.

- Identifying and proposing proven strategies/interventions to address problems.
- Documenting program operations and processes and measuring program outcomes.
- Assessing implementation fidelity.
- Regularly presenting findings and conclusions both orally and in written form to a task force/implementation team, as well as making recommendations for program improvement.
- Developing “real-time” products and resources for strategic decision making.
- Working with the team to develop a sustainability plan.
- Communicating with a wide variety of public sector, private, and community individuals; for example, research partners may be called on to present their evaluation findings, conclusions, and recommendations to individuals such as prosecutors, law enforcement leadership and line officers, community members, clergy, funding agency representatives, legislators, city council members, and persons in the criminal justice system.

If the applicant is seeking priority consideration under Priority 1(B), it should describe within this section how being a culturally specific organization (or funding a culturally specific subrecipient organization at a minimum of 40% of the project budget) will enhance its ability to implement the proposed project(s), should also specify which populations are intended or expected to be served or have their needs addressed under the proposed project(s), and should include the website address (if applicable) and formal or informal mission statement or principles of the culturally specific organization.

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

Describe the methodology that will be used to collect and report performance data, including the criteria to be used, and how the information will be analyzed to assess program performance as well as communicated to inform BJA of the program’s performance. Demonstrate how the data will be used to enhance program implementation and how it could guide replication. Discuss the role of the research partner in supporting this process. Discuss how the project will be sustained after the federal funding ends.

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 the performance measures questions for both Category 1 and Category 2 awards can

be found [here](#).

BJA will require award recipients to submit performance measure data and performance reports in JustGrants. BJA will provide further guidance on the post-award submission process, if the applicant is selected for award.

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 measureable 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

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](#).

The budget must explicitly describe how the proposed budget items directly apply to the program’s design and will assist the applicant in meeting the program’s objectives. The budget must support the strategies and approaches outlined in the project design, and include a narrative to describe the expenditures under each cost area and how they will contribute to the overall program’s goals. Budget narratives should demonstrate how applicants will maximize cost effectiveness of grant expenditures, and deliver the best value. Budget narratives should demonstrate cost effectiveness in relation to potential alternatives and the goals of the project.

For Category 1, projects must include that no more than 20 percent of the total budget may be used to support research or evaluation services. For Category 2, no more than 50 percent of the total budget may be used to support research or evaluation services.

If the applicant is seeking priority consideration under Priority 1(A) and has proposed activities (such as community or stakeholder meetings, community outreach or public awareness campaigns, community participation in project design, implementation, or evaluation, etc.) to

incorporate the input and participation of communities that have been historically underserved, marginalized, and adversely affected by inequality, financial support for the identified activities and participation must be reflected in the web-based budget form.

If the applicant is seeking priority consideration under Priority 1(B) based on the identification of at least one proposed subrecipient as a culturally specific organization, the proposed funding for the subrecipient in the web-based budget form **must reflect a minimum of 40% of award funding**. The budget narrative must also describe how the activities that will be funded with the (minimum) 40% of award funding provided to the subrecipient **specifically relate to the priority consideration requested** and described in the Capabilities and Competencies section of the application.

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

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

Indirect Cost Rate Agreement (if applicable)

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

Consultant Rate

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

Limitation on Employee Compensation; Waiver

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

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

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

Disclosure of Process Related to Executive Compensation

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

Additional Application Components

The applicant will attach the additional requested documentation in JustGrants.

Curriculum Vitae or Resumes

Provide resumes of key personnel.

Tribal Authorizing Resolution

An application in response to this solicitation may require inclusion of tribal authorizing documentation as an attachment. If applicable, the applicant will upload the tribal authorizing documentation as an attachment in JustGrants. See the [OJP Grant Application Resource Guide](#) for information on tribal authorizing resolutions.

Timeline Form

A time task plan is required and should be drafted and attached. It should outline when the objectives will be met over the program period. It must summarize the major activities, responsible parties, and expected completion dates for the principal tasks required to implement and manage the project.

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, space, 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](#).

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-appear 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 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 June 08, 2023 8:59 PM ET

The **full application** must be submitted in JustGrants by June 15, 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 (15%) - evaluate the applicant's understanding of the program/issue to be addressed.
2. Project Design and Implementation (35%)- evaluate the adequacy of the proposal, including the goals, objectives, timelines, milestones, and deliverables.
3. Capabilities and Competencies (25%) - 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 (10%) - evaluate the applicant's understanding of the performance data reporting requirements and the plan for collecting the required data.
5. Budget (15%) - evaluate for completeness, cost effectiveness, and allowability (e.g., reasonable, allocable, and necessary for project activities).

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

Award recipients will be required to submit performance measurement data and performance reports in JustGrants. Further guidance on the post-award submission process will be provided, if selected for award. Example of the performance measures questionnaire can be found [here](#).

Application Checklist

BJA FY 2023 Field Initiated: Encouraging Innovation

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

Pre-Application

Before Registering in Grants.gov:

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

Register in Grants.gov

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

Find the Funding Opportunity

- Search for the funding opportunity in Grants.gov using the opportunity number, assistance listing number, or keyword(s)
- Select the correct Competition ID
- Access the funding opportunity and application package (see Step 7 in the [OJP Grant Application Resource Guide](#))
- Sign up for Grants.gov email [notifications](#) (optional) (see [OJP Grant Application Resource Guide](#))
- Read [Important Notice: Applying for Grants in Grants.gov](#)
- Read OJP policy and guidance on conference approval, planning, and reporting available at <https://www.ojp.gov/funding/financialguidededoj/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 \$1,000,000

Review Eligibility Requirement:

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

solicitation.

Application Step 1

Submit the **SF-424** and **SF-LLL** in Grants.gov

- In Section 8F of the SF-424, include the name and contact information of the individual **who will complete the application in JustGrants and the SF-LLL in Grants.gov**
- Submit Intergovernmental Review (if applicable)

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

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

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

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

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

- Proceed to Application Step 2 and complete application in JustGrants

Application Step 2

Submit the following information in JustGrants:

Application Components

- Standard Applicant information (SF-424 information from Grants.gov)
- **Proposal Abstract***
- **Proposal Narrative***

Budget and Associated Documentation

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

Resource Guide)

Additional Application Components

- Tribal Authorizing Resolution (if applicable) (see [OJP Grant Application Resource Guide](#))
- 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***
- 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 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.