



Developing and Enhancing Prescription Drug Monitoring Programs (PDMPs)

FY 2006 Competitive Grant Announcement

ELIGIBILITY

PDMP Implementation and Enhancement Grants: State governments that have in place, or have pending, an enabling statute or regulation requiring the submission of controlled substance prescription data to a centralized database administered by an authorized state agency.

PDMP Planning Grants: State governments without enabling statutes or regulations.

DEADLINE

All PDMP applications are due by 8:00 p.m. eastern time on December 15, 2005.

FOR ASSISTANCE:

PDMP Solicitation Questions: Robert Hendricks, BJA Policy Advisor, at 202-305-1909 or robert.hendricks@usdoj.gov.

Technical Assistance: Grants.gov Customer Support Hotline at 1-800-518-4726.

ABOUT OJP

Since 1984 the U.S. Department of Justice's (DOJ) Office of Justice Programs (OJP) has provided federal leadership in developing the nation's capacity to prevent and control crime, improve the criminal and juvenile justice systems, increase knowledge about crime and related issues, and assist crime victims. Through the programs developed and funded by its bureaus and offices, OJP works to form partnerships among federal, state, and local government officials to control drug abuse and trafficking; reduce and prevent crime; rehabilitate neighborhoods; improve the administration of justice in America; meet the needs of crime victims; and address problems such as gang violence, prison crowding, juvenile crime, and white collar crime. OJP's senior management team—comprised of the Assistant Attorney General, the Deputy Assistant Attorney General, and the five bureau heads—works together with dedicated managers and line staff to carry out this mission.

ABOUT BJA

The Bureau of Justice Assistance (BJA), Office of Justice Programs, U.S. Department of Justice, supports law enforcement, courts, corrections, treatment, victim services, technology, and prevention initiatives that strengthen the nation's criminal justice system. BJA provides leadership, services, and funding to America's communities by emphasizing local control; building relationships in the field; developing collaborations and partnerships; promoting capacity building through planning; streamlining the administration of grants; increasing training and technical assistance; creating accountability of projects; encouraging innovation; and ultimately communicating the value of justice efforts to decision makers at every level.

ABOUT THE PRESCRIPTION DRUG MONITORING PROGRAM

Funding of qualified applicants submitted under this competitive grant announcement is contingent on the availability and amount of FY 2006 funding for the Prescription Drug Monitoring Program.

The primary purpose of the Prescription Drug Monitoring Program (PDMP) is to enhance the capacity of regulatory and law enforcement agencies to collect and analyze controlled substance prescription data through a centralized database administered by an authorized state agency. The program, created by the FY 2002 Consolidated Appropriations Act (Public Law 107-77), assists states as they plan, implement, or enhance a PDMP. PDMPs:

- Build a data collection and analysis system at the state level.
- Enhance existing programs' abilities to analyze and use collected data.
- Facilitate national evaluation efforts.
- Encourage the exchange of information and collected prescription data among states.
- Assess the efficiency and effectiveness of programs.
- Enhance collaborations with law enforcement, prosecutors, treatment professionals, the medical community, and pharmacies.

BJA administers this program with the U.S. Drug Enforcement Administration (DEA), Office of Diversion Control and the Office of National Drug Control Policy (ONDCP). The National Alliance for Model State Drug Laws provides technical assistance to states that either have a PDMP or intend to establish one.

Award Categories

States may submit a PDMP application in one of three categories:

CATEGORY I: PLANNING. Grant maximum: \$50,000. Project period: 15 months.

States without a PDMP may apply for a planning grant, and need not have legislation or regulations pending or in place.

CATEGORY II: IMPLEMENTATION. Grant maximum: \$400,000. Project period: 24 months.

States that have in place or pending legislation or regulations that require the submission of dispensing data to a centralized database *and* authorize and/or designate a state agency to provide program oversight and implementation may apply for an implementation grant. States developing a voluntary pilot program also may apply for an implementation grant. Funds may be used to plan, establish, and build a data collection and analysis system; develop an infrastructure to support programmatic activities; facilitate the exchange of information and collected prescription data among states; facilitate the establishment of collaborations; produce and disseminate educational materials; and assess the efficiency and effectiveness of the program.

CATEGORY III: ENHANCEMENT. Grant maximum: \$400,000. Project period: 24 months.

States seeking to improve existing PDMPs for diversion efforts are eligible to apply for an enhancement grant. Funds may be used to enhance a data collection and analysis system; develop infrastructure to support programmatic activities; support collaborations with law enforcement and prosecutors; facilitate information sharing among states; and assess the efficiency and effectiveness of the program. Enhancement applications should not be used to chiefly support core programmatic activities.

Eligibility

State governments are eligible for grant funds if they have in place or pending an enabling statute or regulation that requires the submission of controlled substance prescription data to a centralized database administered by an authorized state agency. The legislation or regulations should include:

- The required submission of data for prescriptions in Schedules II, III, IV, and V.
- The submission of data elements consistent with standards established by the American Society for Automation in Pharmacy.
- Access to collected data by federal, state, and local law enforcement personnel statutorily authorized to access prescription data by traditional, manual methods.

For information on PDMP legislation, visit www.nascsa.org/Folder1/modelact.htm or www.natlalliance.org.

Review Process

All applications will be peer reviewed. The BJA Director will then make award recommendations to OJP's Assistant Attorney General, who will make final determinations.

HOW TO APPLY

OJP is participating in the e-Government initiative, one of 25 initiatives included in the President's Management Agenda. Grants.gov, part of this initiative, is a "storefront" that provides a unified process for all customers of federal grants to find funding opportunities and apply for funding. This fiscal year, OJP is requiring that all discretionary, competitive grant programs be administered through Grants.gov.

Complete instructions can be found at www.ojp.usdoj.gov/BJA/grant/HowToApply.pdf. If you experience difficulties at any point during this process, please call the Grants.gov customer support hotline at 1-800-518-4726.

A Dun and Bradstreet (D&B) Data Universal Numbering System (DUNS) number must be included in every application for a new award or renewal of an award. Organizations should verify that they have a DUNS number or take the steps necessary to obtain one. Applicants can receive a DUNS number at no cost by calling the dedicated toll-free DUNS number request line at 1-866-705-5711.

The Catalog of Federal Domestic Assistance (CFDA) number for this solicitation is 16.580, titled "Edward Byrne Memorial State and Local Law Enforcement Assistance Discretionary Grants Program."

ATTACHMENTS

Budget Detail Worksheet (Attachment 1)

Applicants must provide a budget that is allowable and reasonable. Applicants must submit a budget worksheet and budget narrative in one file. A fillable budget detail worksheet form is available on OJP's web site at www.ojp.usdoj.gov/Forms/budget_fillable.pdf. Applicants may contact the Office of the Comptroller's Customer Service Center at 1-800-458-0786 with any questions.

Program Narrative (Attachment 2)

The Program Narrative must respond to the solicitation and the Selection Criteria (1-7) in the order given. Submissions that do not follow the format will be ineligible. The program narrative must be double-spaced, using a standard 12-point font (Times New Roman preferred) with 1-inch margins, and must not exceed 20 pages. Please number pages "1 of 20," "2 of 20," etc.

Project Timeline and Position Descriptions (Attachment 3)

Attach a Project Timeline with each project goal, related objective, activity, expected completion date, and responsible person or organization; and Position Descriptions for key positions.

SELECTION CRITERIA

1. Problem Definition (10 points)

Identify the problem(s) and include a discussion of the various types of offenses and offenders that the new or enhanced PDMP will address. Include as much supporting information as required to describe the impact that the abuse and diversion of controlled substances is having on the state. Include a summary of how this information is currently being collected and analyzed.

2. Strategy Overview (15 points)

Summarize the state's overall strategy to reduce the abuse and diversion of pharmaceutical controlled substances. Describe current law enforcement activities and/or government and industry partnerships addressing this problem and describe how the state's PDMP fits into this strategy. Identify the statute that provides for a prescription drug monitoring database, the state agency that has been designated to enforce this legislation, and how that agency is positioned to implement the activities proposed by this grant (*not required for Planning grants*).

3. Implementation Plan (20 points)

Describe what the state proposes to do and how the state will do it. Include a project timeline (Attachment 3) that describes each project goal, related objective, activity, expected completion date, and responsible person or organization. Briefly explain how each task will support and/or enhance the development of the PDMP.

4. Collaboration (15 points)

Identify who will make up the development team (e.g., state, regulatory, and law enforcement officials; health care professionals; consumers), their responsibilities, and how the state will involve the team in planning and/or enhancing the PDMP and providing outreach to the community. Describe the strategy to collaborate with other public and private agencies and organizations. Include any previous collaboration that occurred in PDMPs.

5. Program Effectiveness (10 points)

Explain how the state will know if the program works, to assess the impact of its efforts. Describe the data the state already has and the data it will collect to show a reduction in diversion and abuse. A clear connection should be shown between the proposed strategy and the problem. Explain what will be measured, who is responsible for performance measures, and how the information will be used.

6. Management and Organizational Capacity (10 points)

Describe the management structure and staffing, specifically identifying a grant coordinator. Demonstrate the capability to implement the project successfully. Provide job descriptions outlining the roles and responsibilities of key positions and résumés for current staff (Attachment 3).

7. Sustainment (10 points)

Outline a strategy for sustaining the project when the federal grant ends.

8. Budget (10 points)

Provide a proposed budget that is complete and allowable. Include funding to support attendance at two or three national or regional planning and coordination meetings.

PERFORMANCE MEASURES

To ensure compliance with the Government Performance and Results Act (GPRA), Public Law 103-62, this solicitation notifies applicants that they are required to collect and report data which measures the results of the programs implemented with this grant. To ensure accountability of this data for which OJP is responsible, the following performance measures are provided:

PROGRAM GOAL	PERFORMANCE MEASURES
Identify and adjudicate individuals (doctor shoppers, indiscriminate prescribers and dispensers, prescription forgers) engaged in the diversion of pharmaceutical controlled substances.	<p>Intermediate Outcome: Number of individuals investigated for the diversion of pharmaceutical controlled substances before and after implementation/enhancement of the program.</p> <p>Intermediate Outcome: Number of individuals arrested for the diversion of pharmaceutical controlled substances before and after implementation/enhancement of the program.</p> <p>Intermediate Outcome: Number of individuals prosecuted for the diversion of pharmaceutical controlled substances before and after implementation/enhancement of the program.</p> <p>Intermediate Outcome: Number of dosage units of pharmaceutical controlled substances diverted by individuals who have been prosecuted. (Indicates focus has been placed on high-level diverters rather than low-level individuals.)</p>
Reduce the quantity of pharmaceutical controlled substances obtained by individuals attempting to engage in fraud and deceit (i.e., “doctor shopping”).	<p>Outcome: Number of excessive prescriptions for controlled substances from multiple prescribers obtained by “doctor shoppers” (individuals identified as receiving an excessive number of prescriptions) before and after such identification.*</p> <p>Output: Number of unsolicited notices sent to practitioners by the monitoring program.*</p> <p>Outcome: Number of reports requested by practitioners.*</p>
Develop/increase the efficiency of investigational efforts.	<p>Output: Number of investigations completed per investigator per year before and after implementation/enhancement of the program.</p> <p>Output: Average number of work hours/days spent per case before and after implementation/enhancement of the program.</p>
Increase coordination among	Output: Number of reports disseminated to out-of-state regulatory

regulatory/law enforcement agencies across state lines.	agencies regarding filled prescriptions written by practitioners from another state.*
Increase cooperative effort between state/local agencies and federal agencies (e.g., DEA).	Output: Number of joint investigations conducted.
Increase the efficiency of data collection and reporting.	Output: Average number of days between the date a prescription is filled and the date the data is available in the system.* Output: Length of time required to provide reports pertaining to suspect activity to requestor (practitioner, pharmacist, regulatory or law enforcement agency).*

*Performance measure for Implementation and Enhancement grantees only.

Applicants' assistance in obtaining this information will facilitate future program planning and will allow OJP to provide the Congress with measurable program results of federally funded programs.

SUBMISSION DEADLINE

PDMP applications are due by 8 p.m. eastern time on December 15, 2005.

OTHER REQUIREMENTS

Civil Rights Compliance

Recipients of Office of Justice Programs (OJP) financial assistance are required to comply with several federal civil rights laws, including Title VI of the Civil Rights Act of 1964 (Title VI) and the Omnibus Crime Control and Safe Streets Act of 1968 (Safe Streets Act), as amended. These laws prohibit discrimination on the basis of race, color, religion, national origin, and sex in the delivery of services. National origin discrimination includes discrimination on the basis of limited English proficiency (LEP).

To ensure compliance with Title VI and the Safe Streets Act, recipients are required to take reasonable steps to ensure that LEP persons have meaningful access to their programs. Meaningful access may entail providing language assistance services, including oral and written translation, where necessary. Grantees are encouraged to consider the need for language services for LEP persons served or encountered both in developing their proposals and budgets and in conducting their programs and activities. Reasonable costs associated with providing meaningful access for LEP individuals are considered allowable program costs. The U.S. Department of Justice has issued guidance for grantees to assist them in complying with Title VI requirements. The guidance document can be accessed on the Internet at www.lep.gov, by contacting OJP's Office for Civil Rights at 202-307-0690, or by writing to the following address:

Office for Civil Rights
Office of Justice Programs
U.S. Department of Justice
810 7th Street NW., 8th Floor
Washington, DC 20531

Anti-Lobbying Act

The Anti-Lobbying Act (18 U.S.C. § 1913) recently was amended to expand significantly the restriction on use of appropriated funding for lobbying. This expansion also makes the anti-lobbying restrictions enforceable via large civil penalties, with civil fines between \$10,000 and \$100,000 per each individual occurrence of lobbying activity. These restrictions are in addition to the anti-lobbying and lobbying disclosure restrictions imposed by 31 U.S.C. § 1352.

The Office of Management and Budget (OMB) is currently in the process of amending the OMB cost circulars and the common rule (codified at 28 C.F.R. Part 69 for U.S. Department of Justice grantees) to reflect these modifications. However, in the interest of full disclosure, no federally appropriated funding made available under this grant program may be used, either directly or indirectly, to support the enactment, repeal, modification or adoption of any law, regulation, or policy, at any level of government, without the express approval by OJP. Any violation of this prohibition is subject to a minimum \$10,000 fine for each occurrence. This prohibition applies to all activity, even if currently allowed within the parameters of the existing OMB circulars.

Information Technology (if applicable)

As appropriate, all equipment and software developed under awards that result from this solicitation must be compliant with U.S. Department of Justice information technology interface standards, including the [National Criminal Intelligence Sharing Plan](#), the [Global Justice XML Data Model](#), and the Law Enforcement Information Sharing Plan (LEISP). A list of additional standards can be found at the [OJP Standards Clearinghouse](#).

Confidentiality and Human Subjects Protection (if applicable)

U.S. Department of Justice regulations (28 C.F.R. Part 22) require applicants for Bureau of Justice Assistance (BJA) funding to submit a Privacy Certificate as a condition of approval of any grant application or contract proposal that contains a research or statistical component under which personally identifiable information will be collected. In addition to the regulations in Part 22, regulations concerning protection of human subjects are set forth in 28 C.F.R. Part 46. In general, 28 C.F.R. Part 46 requires that all research involving human subjects conducted or supported by a federal department or agency be reviewed and approved by an Institutional Review Board before funds are expended for that research.

General information regarding Confidentiality and Human Subjects Protection can be found on the National Institute of Justice web site (www.ojp.usdoj.gov/nij/funding/humansubjects/index.html). Sample formats of the Privacy Certificate, Transfer Agreement, and Single Project Assurance for submission to BJA can be found on the OJP web site (www.ojp.usdoj.gov/forms.htm).

National Environmental Policy Act (if applicable)

All actions significantly affecting the quality of the environment are subject to the provisions of the National Environmental Policy Act (NEPA) and other related federal environmental laws. Most projects will not be affected by NEPA. If, however, a project involves minor renovation, construction, or any other activity that may have an impact on the environment or change the use or function of a facility, the grantee should provide a full description of the proposed project to BJA prior to project implementation. A determination regarding whether any further action is necessary will be made by BJA.

ADDITIONAL INFORMATION

For general information about BJA programs, training, and technical assistance, contact BJA at 202-616-6500 or toll free at 1-866-859-2687, or visit the BJA home page at www.ojp.usdoj.gov/BJA.

For specific information about this solicitation, contact Robert Hendricks, BJA Policy Advisor, at 202-305-1909 or robert.hendricks@usdoj.gov, or Mandy Healy, DEA Office of Diversion Control, at 202-307-7286 or Mandy.A.Healy@usdoj.gov.

The OJP *Financial Guide*, which governs the administration of funds, contains information on allowable costs, methods of payment, audit requirements, accounting systems, and financial records, is available on the OJP web site at www.ojp.usdoj.gov/FinGuide.