



Tribal Courts Assistance Program (TCAP)

FY 2006 Competitive Grant Announcement

ELIGIBILITY

Federally recognized tribal governments, including Alaska Native villages and corporations, and authorized intertribal consortia. Recipients of prior BJA Tribal Court planning grants may only apply for Category III funding. Recipients of FY 2005 TCAP grants are not eligible for FY 2006 supplemental funding.

DEADLINE

All applications are due by 8:00 p.m. eastern time on January 12, 2006.

FOR ASSISTANCE

Tribal Court Solicitation Questions: Bob Brown, BJA Senior Policy Advisor,
at 202-616-3297 or robert.brown@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.

OJP administers more than \$100 million in grants to Indian Country. These programs help tribal governments address issues involving crime, violence, and substance abuse in their communities. OJP's American Indian and Alaska Native Affairs Desk and DOJ's Office of Tribal Justice (OTJ) work to secure resources to improve law enforcement and justice systems on tribal lands.

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 TRIBAL COURTS ASSISTANCE PROGRAM

Funding of qualified applicants submitted under this competitive grant announcement is contingent on the availability and amount of FY 2006 funding for the Tribal Courts Assistance Program.

Authorized by 25 U.S.C. 3681, the Tribal Courts Assistance Program (TCAP) helps develop new tribal courts, improves the operations of existing tribal courts, and provides funding for technical assistance and training of tribal court staff.

For information on tribal courts and training, visit the National Tribal Justice Resource Center's web site at www.tribalresourcecenter.org.

Award Categories

Tribes may submit a TCAP application in one of three categories:

CATEGORY I: PLANNING AND IMPLEMENTING AN INTERTRIBAL COURT SYSTEM FOR SMALLER POPULATIONS. Grant maximum: \$200,000.

Applicants from consortia of tribal governments—at least two per consortium—each serving a population of less than 1,000 to plan, develop, and implement a new tribal court system. Funds may be used to facilitate the development and initial implementation of an intertribal court system to meet the needs of more than one tribe in the same geographic region. Should distances and/or inhospitable terrain adversely impact the development of a collaborative partnership for TCAP, tribes serving populations of less than 1,000 may apply as a single entity by including this justification in their applications.

CATEGORY II: PLANNING AND IMPLEMENTING A SINGLE-TRIBE COURT SYSTEM. Grant maximum: \$200,000.

Applicants from tribal governments serving populations of 1,000 or greater for the development and initial implementation of a tribal court.

CATEGORY III: ENHANCING OR CONTINUING THE OPERATION OF TRIBAL COURTS.

Applicants from tribal communities of any size to enhance or continue the operation of existing tribal courts, including establishing a core structure for a tribal court, improving case management, training court personnel, developing civil and criminal code, acquiring equipment and software, enhancing prosecution and indigent defense, supporting probation diversion and alternative sentencing, designing services and multidisciplinary protocols for juvenile victims of physical and sexual abuse, and structuring intertribal or tribal appellate systems. Category III awards will be based on three tiers: I) tribes and tribal consortia serving populations of less than 2,500 (grant maximum: \$200,000); II) tribes serving populations of 2,500-10,000 (grant maximum: \$250,000); and III) tribes serving populations of more than 10,000 (grant maximum: \$300,000). Applicants under all three tiers must include information about their current operating budget and dockets to support the requested funding.

Eligibility

Pursuant to 28 U.S.C. § 524 note, applicants are limited to federally recognized tribal governments, including eligible Alaska Native villages and corporations,* and authorized intertribal consortia (see 25 U.S.C. § 450b[e]). Under this solicitation, a tribal government or intertribal consortium may submit only one application—a tribal government may not be part of two applications—and only one tribal government may serve as the applicant agency for an intertribal consortium. Applicants must receive written authorization from each federally recognized member tribe and certify that the partnership was established before this application's deadline. Recipients of prior BJA tribal court planning grants may only apply under Category III. Recipients of FY 2005 TCAP grants are not eligible for FY 2006 supplemental funding.

- * Applicants are advised that funds awarded through this program to the tribes listed below may not be used for courts or law enforcement officers for a tribe or village, pursuant to Public Law 108-199 § 112(a)(1). The following tribes are subject to the above restriction on use of funds: (1) tribes in which fewer than 25 Native members live in the village year round; and (2) tribes that are located within the boundaries of the Fairbanks North Star Borough, the Matanuska Susitna Borough, the Municipality of Anchorage, the Kenai Peninsula Borough, the City and Borough of Juneau, the Sitka Borough, or the Ketchikan Borough.

Length of Awards

The minimum project period for TCAP awards is 24 months.

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 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. 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 16.608, titled "Tribal Court Assistance 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. Tribes must allocate at least \$40,000 over the project period to cover travel and costs for attending BJA trainings and other meetings. While match is not required for personnel, if a position under TCAP is supported with BJA funds, total costs associated with salary and fringe benefits may not exceed 50 percent of the grant.

Program Narrative (Attachment 2)

The program narrative must respond to the solicitation and the Selection Criteria (1-6) in the order given. Submissions that do not adhere to the format will be deemed ineligible. The program narrative must be double-spaced, using a standard 12-point font (Times New Roman is 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: CATEGORIES I AND II

1. Problem Definition (15 points)

Identify the population the court will serve; the geographic area covered; and socioeconomic data, if available. Identify the problems the proposal addresses and the commitment of the tribe(s) to resolve the problems. Identify civil, juvenile, and criminal caseloads the project will address. Include information about violent crimes, property crimes, domestic violence, child welfare, juvenile offenses, alcohol and substance abuse, and other priority crimes. Applicants for intertribal grants must list all federally recognized tribal partners and provide a statement certifying their participation in the project.

2. Program Strategy (30 points)

Describe Year One and Year Two goals and objectives and how they will be accomplished. Detail the proposed court's purpose, structure, and operation, as well as the strategy the tribe(s) will take to ensure coordination of services with law enforcement, corrections, treatment providers, and the community. Describe the project advisory team and who will serve as BJA's point of contact. If the application is for an intertribal grant, at least one person from each tribe should participate on the advisory team. Explain how team members will support the implementation plan, and ensure that appropriate personnel attend and participate in TCAP-sponsored trainings.

3. Implementation Plan (25 points)

Establish a comprehensive timeline that describes each project goal, objective, and activity. Identify expected beginning and completion dates; and discuss how data from performance measures will be collected and managed for timely and complete reporting to BJA. Identify the individuals who will be responsible for collecting data. Briefly describe how each task will help develop the tribe's justice system.

4. Program Effectiveness and Evaluation (10 points)

Explain how the tribe(s) will know if the program works. Describe how data will be collected to support the program and how it will be assessed to measure the impact of proposed efforts. Explain what will be measured, who is responsible for performance measures, and how the information will be used.

5. Sustainment (10 points)

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

6. Budget (10 points)

Provide a proposed budget that is complete and allowable (see Attachment 1).

SELECTION CRITERIA: CATEGORY III

1. Problem Definition (15 points)

Identify the problems the proposal involves, and the tribe's commitment to resolve these problems. Identify and discuss the historic caseload and offenses the project will address. Describe the operation and costs of the current tribal court, including staffing patterns and services. Include information about violent crimes, property crimes, domestic violence, child welfare, juvenile offenses, alcohol and substance abuse, and other priority crimes. Indicate the tier (I, II, or III) under which the application should be considered.

2. Program Strategy (30 points)

Describe Year One and Year Two goals and objectives and how they will be accomplished. Detail the proposed court's purpose, structure, and operation, as well as the strategy the tribe will take to ensure coordination of services with law enforcement, corrections, treatment providers, and the community. Describe the project advisory team and who will serve as BJA's point of contact. If the application is for an intertribal grant, at least one person from each tribe should participate on the advisory team. Explain how team members will support the implementation plan, and ensure that appropriate personnel attend and participate in TCAP-sponsored trainings.

3. Implementation Plan (25 points)

Establish a comprehensive timeline that describes each project goal, objective, and activity. Identify expected beginning and completion dates; and discuss how data from performance measures will be collected and managed for timely and complete reporting to BJA. Identify the individuals who will be responsible for collecting data. Briefly describe how each task will help develop the tribe's justice system.

4. Program Effectiveness and Evaluation (10 points)

Explain how the tribe will know if the program works. Describe how data will be collected to support the program and how it will be assessed to measure the impact of proposed efforts. Explain what will be measured, who is responsible for performance measures, and how the information will be used.

5. Sustainment (10 points)

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

6. Budget (10 points)

Provide a proposed budget that is complete and allowable (see Attachment 1).

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 OBJECTIVES	PERFORMANCE MEASURES	DATA TO BE PROVIDED BY GRANTEES
Develop or enhance court capacity.	<p>Output Measure: Number of new single-tribe or intertribal courts established.</p> <p>Intermediate Outcome Measure: Average percent increase over the prior year in the number of cases handled by courts receiving enhancement or continuing operations grant awards.</p> <p>Output Measure: Total number of cases handled.</p> <p>Output Measure: Number of full-time equivalent (FTE) judicial positions created or funded under the grant award.</p> <p>Output Measure: Number of other FTE positions created or funded under the grant award.</p>	<p>Progress reporting on the implementation of the program.</p> <p>Number of cases filed in the court in the year prior to implementation.</p> <p>Number of cases filed in the court during the reporting period.</p> <p>Number of judicial positions created as a result of the grant during the reporting period.</p> <p>Number of nonjudicial court positions created as a result of the grant during the reporting period.</p>
Increase or enhance integration of tribal justice information systems.	<p>Intermediate Outcome Measure: Percentage of established single-tribe or intertribal courts that are equipped with functioning information systems.</p> <p>Intermediate Outcome Measure: Percentage of established single-tribe or intertribal courts that actively support information sharing with justice systems in accordance with national standards.</p>	<p>Progress reporting documenting the establishment of a functioning information system.</p> <p>Progress reporting documenting information sharing between court agencies and/or jurisdictions, consistent with national IT standards set by BJA.</p>

SUBMISSION DEADLINE

Applications for this program are due by 8 p.m. eastern time on January 12, 2006. Faxed or mailed applications or supplemental materials will not be accepted.

ADDITIONAL INFORMATION

Successful applicants must agree to comply with certain requirements prior to receiving grant funding, including Civil Rights Compliance, Anti-Lobbying Act, Funding to Faith-Based and Community Organizations (if applicable), Information Technology Compliance (if applicable), Confidentiality and Human Subjects Protection (if applicable), and the National Environmental Policy Act (if applicable). For more information, go to www.ojp.usdoj.gov/BJA/grant/OtherReq.pdf.

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.

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 Bob Brown, BJA Senior Policy Advisor, at 202–616–3297 or robert.brown@usdoj.gov.

For technical assistance with submitting the application, call the Grants.gov customer support hotline at 1–800–518–4726.