



The [U.S. Department of Justice](#), [Office of Justice Programs](#) (OJP), [Bureau of Justice Assistance](#) (BJA) is pleased to announce that it is seeking applications for funding under the National Initiatives: Adjudication Program. This program furthers the Department's mission by assisting state and local jurisdictions in improving the criminal justice system and assisting communities in preventing drug abuse and crime.

## National Initiatives: Adjudication Program FY 2009 Competitive Grant Announcement

### Eligibility

Applicants are limited to national, regional, state, or local public and private entities, including for-profit (commercial) and nonprofit organizations, faith-based and community organizations, institutions of higher education, tribal jurisdictions, and units of local government that support national initiatives to improve the functioning of the criminal justice system.

**Note: Applications that do not respond to the identified categories will not be peer reviewed or considered for funding under this solicitation. Applications under Categories I, III, and IV must also be national in scope,**

(See "Eligibility," page 1)

### Deadline

Registration with OJP's [Grants Management System](#) is required prior to application submission. All applications are due by 8:00 p.m. Eastern Time on June 22, 2009  
(See "Deadline: Applications," page 1)

### Contact Information

For assistance with the requirements of this solicitation, contact Preeti Menon, BJA Policy Advisor, at (202) 353-3511 or [preeti.menon@usdoj.gov](mailto:preeti.menon@usdoj.gov).

This application must be submitted through OJP's [Grants Management System \(GMS\)](#). For technical assistance with submitting the application, call the GMS Support Hotline at 1-888-549-9901, option 3. The GMS Support Hotline hours of operation are Monday-Friday from 7:00 a.m. to 9:00 p.m. Eastern Time. For step-by-step GMS guidance, please utilize OJP's online Grants Management System training tool: [www.ojp.usdoj.gov/gmscbt/](http://www.ojp.usdoj.gov/gmscbt/).

**Release date: May 27, 2009**

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# National Initiatives: Adjudication Program

## CFDA #s 16.751 and 16.738

### Overview of the National Initiatives: Adjudication Program

This FY 2009 grant announcement focuses on national initiatives to improve the functioning of the criminal justice system, in particular indigent defense, community prosecution, and addressing the “CSI effect” hypothesis. This program is funded under both the Edward Byrne Memorial Competitive Grant Program (Byrne Competitive Program) and the Edward Byrne Memorial Justice Assistance Grant (JAG) Program. Authorized by the Consolidated Appropriations Act, 2009, (Pub. L. 111-8), the Byrne Competitive Program helps local communities improve the capacity of state and local justice systems and provides for national support efforts including training and technical assistance programs strategically targeted to address local needs. The JAG Program (42 U.S.C. 3751(a)) is the primary provider of federal criminal justice funding to state and local jurisdictions, and JAG funds support all components of the criminal justice system. The JAG Program authorization also states that “the Attorney General may reserve not more than 5 percent, to be granted to 1 or more States or units of local government, for 1 or more of the purposes specified in section 3751 of this title, pursuant to his determination that the same is necessary—(1) to combat, address, or otherwise respond to precipitous or extraordinary increases in crime, or in a type or types of crime” (42 U.S.C. 3756).

### Deadline: Registration

Applications must be submitted through OJP’s online [Grants Management System \(GMS\)](#). Applicants should begin the process immediately to meet the GMS registration deadline, especially if this is the first time they have used the system. Each application requires a separate GMS registration. The registration process for organizations includes: (1) obtaining a Data Universal Numbering System (DUNS) number; (2) registering your organization with the Central Contractor Registration (CCR) database; and (3) registering with GMS prior to applying. See How To Apply (page 7) for further information on DUNS numbers and the CCR.

The deadline to register is **8:00 p.m. Eastern Time on June 22, 2009**.

### Deadline: Applications

The due date for applying for funding under this announcement is **8:00 p.m. Eastern Time on June 22, 2009**.

### Eligibility

Applications are solicited from national, regional, state, or local public and private entities, including for-profit (commercial) and nonprofit organizations, faith-based and community organizations, institutions of higher education, tribal jurisdictions, and units of local government that support national initiatives to improve the functioning of the criminal justice system. For-profit organizations must agree to waive any profit or fees for services. Applicants are encouraged to partner with other organizations to submit joint applications for the required services; one agency must be the applicant agency.

**Faith-Based and Other Community Organizations:** Consistent with Executive Order 13279, dated December 12, 2002, and 28 C.F.R. Part 38, it is DOJ policy that faith-based and other community organizations that statutorily qualify as eligible applicants under DOJ programs are invited and encouraged to apply for assistance awards to fund eligible grant activities. Faith-based and other community organizations will be considered for awards on the same basis as other eligible applicants and, if they receive assistance awards, will be treated on an equal basis with all other grantees in the administration of such awards. No eligible applicant or grantee will be discriminated for or against on the basis of its religious character or affiliation, religious name, or the religious composition of its board of directors or persons working in the organization.

Faith-based organizations receiving DOJ assistance awards retain their independence and do not lose or have to modify their religious identity (e.g., removing religious symbols) to receive assistance awards. DOJ grant funds, however, may not be used to fund any inherently religious activity, such as prayer or worship. Inherently religious activity is permissible, although it cannot occur during an activity funded with DOJ grant funds; rather, such religious activity must be separate in time or place from the DOJ-funded program. Further, participation in such activity by individuals receiving services must be voluntary. Programs funded by DOJ are not permitted to discriminate in the provision of services on the basis of a beneficiary's religion.

If your organization is a faith-based organization that makes hiring decisions on the basis of religious belief, it may be entitled, under the Religious Freedom Restoration Act, 42 U.S.C. § 2000bb, to receive federal funds and yet maintain that hiring practice, even if the law creating the funding program contains a general ban on religious discrimination in employment. For the circumstances under which this may occur, and the certifications that may be required, please see the section titled, "Funding to Faith-Based Organizations" on the "Other Requirements for OJP Applications" web page at [www.ojp.usdoj.gov/funding/other\\_requirements.htm](http://www.ojp.usdoj.gov/funding/other_requirements.htm).

Applicants are also encouraged to review the "Civil Rights Compliance" section on the "Other Requirements for OJP Applications" web page, which can be found at the web address shown above.

**American Indian Tribes and Alaska Native Tribes and/or Tribal Organizations:** All tribal applications must be accompanied by a current authorizing resolution of the governing body of the tribal entity or other enactment of the tribal council or comparable government body. If the grant will benefit more than one tribal entity, a current authorizing resolution or other enactment of the tribal council or comparable government body from each tribal entity must be included. In addition, if the grant application is being submitted on behalf of a tribal entity, a letter or similar document authorizing the inclusion of the tribal entity named in the application must be included.

## **National Initiatives: Adjudication Program—Specific Information**

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

The National Initiatives: Adjudication program, administered by the Office of Justice Programs' (OJP) Bureau of Justice Assistance (BJA), helps improve criminal justice systems, in particular indigent defense, community prosecution, and addressing the "CSI effect" hypothesis by providing national programs/efforts, such as training and technical assistance, to address the needs of state and local justice systems and communities. The FY 2009 program will focus on

funding efforts in four major categories. Three of the categories (I, III, and IV) must be national initiatives.

Although match is not required under this program, use of other sources of funds and partnerships, private and public, are encouraged.

Applicants must substantiate the need for all equipment budgeted. .

See the [Frequently Asked Questions](#) for further information on the solicitation and its requirements.

### **Award Categories**

Applicants may submit their proposals under any of the following categories. Applicants must clearly indicate in the abstract and first page of the program narrative under which category they are applying. Applications must discuss the national significance of their proposed project under the chosen category.

**Note: Applications that do not respond to the identified categories will not be peer reviewed or considered for funding under this solicitation. Applications under Categories I, III, and IV must also be national in scope,**

**Note:** BJA has a number of previous solicitations that have recently closed and decisions on awarding grants may still be pending. Awards made under these other solicitations may diminish or eliminate the need for funding grants in any specific category listed below.

### **CATEGORY I: INDIGENT DEFENSE TRAINING AND TECHNICAL ASSISTANCE.**

BJA expects to make one award under Category I for up to \$800,000. The project period is up to 18 months, and the project start date should be on or after October 1, 2009.

Applications are solicited under Category I to provide training and technical assistance to public defender services in the United States. The award recipient will develop and deliver a training curriculum at four regional trainings for public defenders, conduct two focus groups and provide documentation resulting from the focus groups, facilitate the identification of mentor public defender agencies,<sup>1</sup> and provide paid internship opportunities for upcoming public defenders who have passed their bar exam and are working as a public defender.

### **CATEGORY II: INDIGENT DEFENDER HIRING PILOT PROJECT**

BJA expects to make multiple awards under Category II for a total of up to \$1,450,000. The project period is up to 18 months, and the project start date should be on or after October 1, 2009. The requirement for applications to be national in scope does not apply to this category.

State and local jurisdictions have developed various models for providing indigent defense representation, one of which is through state and/or local public defender offices staffed by full-time or part-time attorneys. BJA recognizes the stress of large caseload on public defense offices and the impact it has on quality of representation. In order to address the large caseloads of existing public defender offices, BJA is soliciting applications from state, local, or not-for-profit agencies and organizations to hire trained public defenders. The application must

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<sup>1</sup> Mentor public defender agencies are those agencies that are recognized in their localities as effectively meeting the needs of defendants requiring public defender services.

demonstrate how these positions will assist with quality representation and alleviate the large caseload.

Agencies and organizations applying under this category may not request more than \$150,000. Because this is a hiring program, successful applicants must include a plan for sustaining the positions once federal funding ends. Although supplanting is not encouraged, the typical supplanting restrictions do not apply to this category because the program is not a legislatively authorized program.

### **CATEGORY III: COMMUNITY PROSECUTION TECHNICAL ASSISTANCE.**

BJA expects to make one award under Category III for up to \$700,000. The project period is up to 18 months, and the project start date should be on or after October 1, 2009.

BJA's community prosecution initiative, begun in 1995, encourages a long-term, proactive partnership among the prosecutor's office, law enforcement, the community, and public and private organizations, whereby the authority of the prosecutor's office is used to solve problems, improve public safety, and enhance the quality of life of community members.

Applications are solicited under Category III to provide technical assistance to community prosecution programs in the United States. The award recipient will develop and deliver a training curriculum at two national trainings for community prosecutors; deliver technical assistance to the field including assisting programs in developing performance measures; conduct approximately four to five onsite technical assistance visits providing hands-on assistance to new community prosecution programs; convene a steering group; develop quarterly newsletters; and develop and maintain a BJA-supported community prosecution web site.

In a previous solicitation ([Recovery Act: Edward Byrne Memorial Competitive Grant Program](#), released March 19, 2009), BJA solicited applications for local community prosecution using BJA's community prosecution principles. It is anticipated that the national training will also be delivered to those community prosecution programs receiving grant awards from BJA.

### **CATEGORY IV: ADDRESSING THE "CSI EFFECT"**

BJA expects to make one award under Category IV for up to \$200,000. The project period is up to 18 months, and the project start date should be on or after October 1, 2009.

Applications are solicited under Category IV to provide assistance in addressing the "CSI effect" in the United States. A number of hypotheses loosely referred to as the CSI effect suggest that the television program and its spin-offs, which wildly exaggerate and glorify forensic science, affect the public, and in turn affect trials either by (a) burdening the prosecution by creating greater expectations about forensic science than can be delivered, or (b) burden the defense by creating exaggerated faith in the capabilities and reliability of the forensic sciences.<sup>2</sup> The technical assistance provider will conduct a scan of the field to identify existing programs and issues (applicants should identify the process for conducting the scan); conduct a focus group (applicants should identify the types of attendees) and provide documentation resulting from the focus group; identify and/or develop and deliver a training curriculum; support the development

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<sup>2</sup> Schweitzer, N.J. and Saks, Michael J. The CSI Effect: Popular Fiction About Forensic Science Affects Public Expectations About Real Forensic Science. *Jurimetrics*, Vol. 47, p. 357, Spring 2007. Available at SSRN: <http://ssrn.com/abstract=967706>.

of a BJA Policy Brief on the CSI effect and how it is being addressed; and conduct approximately four onsite technical assistance visits for prosecutors.

**Limitation on Use of Award Funds for Employee Compensation; Waiver:** No portion of any award of more than \$250,000 made under this solicitation may be used to pay any portion of the total cash compensation (salary plus bonuses) of any employee of the award recipient whose total cash compensation exceeds 110 percent of the maximum annual salary payable to a member of the Federal government’s Senior Executive Service (SES) at an agency with a Certified SES Performance Appraisal System for that year. (The salary table for SES employees is available at [www.opm.gov](http://www.opm.gov).) This prohibition may be waived at the discretion of the Assistant Attorney General for the Office of Justice Programs. An applicant that wishes to request a waiver should include a detailed justification in the budget narrative of the application. The justification should include: the particular qualification and expertise of the individual, the uniqueness of the service being provided, the individual’s specific knowledge of the program or project undertaken with the grant funds and a statement explaining that the individual’s salary is commensurate with the regular and customary rate for an individual with her/his qualifications and expertise, and for the work that is to be done.

## Performance Measures

To assist in fulfilling the Department’s responsibilities under the Government Performance and Results Act (GPRA), Pub. L. 103-62, applicants who receive funding under this solicitation must provide data that measure the results of their work. In addition, applicants must discuss their data collection methods in the application. Applicants must address a minimum of three of the performance measures below. Performance measures for this solicitation are as follows:

Objective	Performance Measures	Data Grantee Provides
<p><b>Categories I, III-IV:</b> Increase the knowledge of criminal justice practitioners through in-person training.</p>	<p>Percentage of trainees who successfully completed the program.</p> <p>Percentage of trainees who completed the training who rated the training as satisfactory or better.</p> <p>Percentage of trainees who completed the training whose post test indicated an improved score over their pre-test.</p>	<p>Number of individuals who completed the training.</p> <p>Number of individuals who attended each training.</p> <p>Number of trainees who completed the training who rated the training as satisfactory or better.</p> <p>Number of individuals who completed an evaluation at the conclusion of the training.</p> <p>Number of individuals who completed the training whose post-test indicated an improved score over their pre-test.</p> <p>Number of individuals who completed a pre and post-test.</p>
<p><b>Categories I, III-IV:</b> Increase the knowledge of criminal justice practitioners through web-based learning.</p>	<p>Percentage of trainees who successfully completed the program.</p> <p>Percentage of trainees who completed the training who rated the training as satisfactory or better.</p>	<p>Number of individuals who started the training.</p> <p>Number of individuals who completed the training.</p>

	<p>Percentage of trainees who completed the training whose post-test indicated an improved score over their pre-test.</p>	<p>Number of trainees who completed the training who rated the training as satisfactory or better.</p> <p>Number of individuals who completed an evaluation at the conclusion of the training.</p> <p>Number of individuals who completed a pre- and post-test.</p>
<p><b>Category I, III-IV:</b> Increase the knowledge of criminal justice practitioners through distance learning using CD/DVDs.</p>	<p>Percentage of organizations that completed the survey who expressed satisfaction that the CD/DVD met their training needs.</p>	<p>Number of organizations who expressed satisfaction that the CD/DVD met their training needs.</p> <p>Number of organizations who responded to the survey.</p> <p>Number of organizations who received CD/DVDs who were surveyed.</p> <p>Number of organizations receiving CD/DVDs.</p>
<p><b>Category I, III-IV:</b> Increase a criminal justice agency's ability to solve problems and/or modify policies or practices.</p>	<p>Percentage of requesting agencies who rated services as satisfactory or better in terms of timeliness and quality following completion of an onsite visit.</p> <p>Percentage of requesting agencies that were planning to implement at least some of the report recommendations six months after the onsite visit.</p> <p>Percentage of requesting agencies of other onsite services who rated the services provided as satisfactory or better.</p>	<p>Number of requesting agencies who completed an evaluation of other onsite services.</p> <p>Number of requesting agencies who rated services as satisfactory or better in terms of timeliness and quality following completion of a onsite visit.</p> <p>Number of requesting agencies that were planning to implement at least some of the report recommendations six months after the onsite visit.</p> <p>Number of requesting agencies who completed an evaluation of services.</p> <p>Number of requesting agencies of other onsite services who rated the services provided as satisfactory or better.</p> <p>Number of other onsite services provided.</p> <p>Number of onsite visits completed.</p>
<p><b>Category I, III-IV:</b> Increase information</p>	<p>Percentage of advisory/focus groups evaluated as satisfactory or better.</p>	<p>Number of advisory/focus groups held.</p>

<p>provided to the criminal justice community.</p>		<p>Number of advisory/focus groups evaluated as satisfactory or better.</p> <p>Number of documents produced as a result of advisory/focus groups.</p> <p>Number of documents disseminated to the field as a result of advisory/focus groups.</p> <p>Number of times the requesting agency evaluated the product of the advisory/focus group.</p> <p>Number of web sites developed.</p> <p>Number of web sites maintained.</p> <p>Number of publications developed.</p> <p>Number of visits to web sites.</p> <p>Number of publications disseminated.</p>
<p><b>Category I, III-IV:</b> Increase the knowledge of criminal justice practitioners through the development and/or revision of training curricula.</p>	<p>Percentage of curricula that were pilot tested.</p> <p>Percentage of curricula that were revised after pilot testing.</p>	<p>Number of training curricula developed.</p> <p>Number of training curricula pilot tested.</p> <p>Number of training curricula revised after being pilot tested.</p>
<p><b>Category II</b> Increase the number of trained public defenders.</p>	<p>Percent increase in trained public defenders.</p>	<p>Number of trained public defenders hired.</p>

## How To Apply

**Grants Management System Instructions.** Applications must be submitted through OJP’s online Grants Management System (GMS). To access the system, go to <https://grants.ojp.usdoj.gov>. Applicants should begin the process a few weeks prior to the GMS registration deadline, especially if this is the first time they have used the system. Each application requires a separate GMS registration. For a step-by-step guide, visit <http://www.ojp.gov/gmscbt/> and refer to the section entitled “External Overview: Locating & Applying for Funding Opportunities.” For additional assistance, call the GMS Support Hotline at 1–888–549–9901 from 7:00 a.m. to 9:00 p.m. Eastern Time.

**Funding Opportunities with Multiple Categories:** Some OJP solicitations posted on GMS contain categories, denoted by the individual solicitation title referencing the category area. If you are applying to a solicitation with multiple categories, you must select the appropriate solicitation title for the intended category of your application. The application will be peer reviewed according to the requirements of the category under which it is submitted.

**Note: OJP will not review any application with attachments in Microsoft Vista or Microsoft 2007 format.** Applications submitted via GMS must be in the following formats: Microsoft Word (\*.doc), Word Perfect (\*.wpd), Microsoft Excel (\*.xls), PDF files (\*.pdf), or Text documents (\*.txt). GMS is not yet compatible with Vista and cannot yet process Microsoft Word 2007 documents saved in the new default format with the extension “.docx.” Please ensure that any Word documents you are submitting are saved using "Word 97-2003 Document (\*.doc)" format. Additionally, GMS does not accept executable file types as application attachments. These disallowed file types include, but are not limited to, the following extensions: ".com," ".bat," ".exe," ".vbs," ".cfg," ".dat," ".db," ".dbf," ".dll," ".ini," ".log," ".ora," ".sys," and ".zip."

**CFDA Number:** The Catalog of Federal Domestic Assistance (CFDA) numbers for this solicitation are 16.751, titled “Edward Byrne Memorial Competitive Grant Program,” and 16.738, titled “Edward Byrne Memorial Justice Assistance Grant Program.”

**A DUNS number is required:** The Office of Management and Budget requires that all businesses and nonprofit applicants for federal funds include a DUNS (Data Universal Numeric System) number in their application for a new award or renewal of an award. Applications without a DUNS number are incomplete. A DUNS number is a unique nine-digit sequence recognized as the universal standard for identifying and keeping track of entities receiving federal funds. The identifier is used for tracking purposes and to validate address and point of contact information for federal assistance applicants, recipients, and subrecipients. The DUNS number will be used throughout the grant life cycle. Obtaining a DUNS number is a free, simple, one-time activity. Obtain one by calling 1-866-705-5711 or by applying online at <http://fedgov.dnb.com/webform/displayHomePage.do>. Individuals are exempt from this requirement.

**Central Contractor Registration (CCR) is required:** In addition to the DUNS number requirement, OJP requires that all applicants (other than individuals) for federal financial assistance maintain current registrations in the Central Contractor Registration (CCR) database. The CCR database is the repository for standard information about federal financial assistance applicants, recipients, and subrecipients. Organizations that have previously submitted applications via Grants.gov are already registered with CCR, as it is a requirement for Grants.gov registration. Please note, however, that applicants must update or renew their CCR at least once per year to maintain an active status. Information about registration procedures can be accessed at [www.ccr.gov](http://www.ccr.gov).

## **What an Application Must Include**

### **Standard Form 424**

#### **Program Abstract (Attachment 1)**

Applicants must provide an abstract identifying the applicant’s name, title of the project, dollar amount requested, and category for which the applicant is applying (i.e., Category I: Law Enforcement or Category II: Training and Technical Assistance). The abstract must include goals of the project, a description of the strategies to be used, a numerical listing of key/major deliverables, and coordination plans. The abstract must be double-spaced, using a standard 12-point font (Times New Roman is preferred) with 1-inch margins, and must not exceed 1 page.

### **Program Narrative (Attachment 2)**

The program narrative must respond to the solicitation and the Selection Criteria (1–3, 5) in the order given. 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 10 pages. Please number pages “1 of 10,” “2 of 10,” etc. Submissions that do not adhere to the format will be deemed ineligible.

### **Budget and Budget Narrative (Attachment 3)**

Applicants must provide a budget that is allowable and reasonable (Selection Criteria 4). Applicants must submit a budget detail worksheet and budget narrative. A budget detail worksheet form is available on OJP’s web site at [www.ojp.usdoj.gov/funding/forms/budget\\_detail.pdf](http://www.ojp.usdoj.gov/funding/forms/budget_detail.pdf). When using this form, you must also include a budget narrative, in MS Word or PDF format, as a separate attachment. Both the budget detail worksheet and narrative explanation of costs can be provided in a single document using this acceptable MS Word Budget template, available at [www.ojp.usdoj.gov/BJA/funding/Budget\\_Worksheet\\_Narrative\\_Template.doc](http://www.ojp.usdoj.gov/BJA/funding/Budget_Worksheet_Narrative_Template.doc). Applicants may submit the budget and budget narrative in a different format (i.e., Excel spreadsheet), but it must contain all categories listed within the budget detail worksheet.

### **Project Timeline and Position Descriptions (Attachment 4)**

Attach a project timeline with each project goal, related objective, activity, expected completion date, and responsible person or organization; and project descriptions for key positions.

## **Selection Criteria**

### **1. Statement of the Problem (15 percent of 100)**

Identify the precise problem to be addressed by the project. Provide specific data where available.

### **2. Program Design and Implementation (30 percent of 100)**

Describe how the project will reach the stated goals and objectives by providing a complete description of its design and proposed implementation. Discuss the national significance of the program to improve the functioning of the criminal justice system. Tie program activities to goals, objectives, and the performance measures applicable to the project. Include a comprehensive timeline that identifies milestones, numerically listed deliverables, and who is responsible for each activity (as Attachment 4).

### **3. Capabilities/Competencies (25 percent of 100)**

Fully describe the applicant(s) capabilities to implement the project and the competencies of the staff assigned to the project. Category I and II applicants should demonstrate a sound knowledge of issues facing those who practice law, including public defenders, in defense of indigent defendants. Category III applicants must demonstrate sound knowledge of the principles of community prosecution. Applicants for Category IV should demonstrate a thorough understanding of the research done on the “CSI effect” as it pertains to criminal trials.

### **4. Budget (10 percent of 100)**

Provide a comprehensive budget and budget narrative that are complete, allowable, and justified based on the proposed project (as Attachment 3). Applicants are strongly encouraged to avoid unsubstantiated equipment purchases.

**5. Impact/Outcomes, Evaluation, Sustainment, and Description of the Applicant’s Plan for the Collection of the Data Required for Performance Measures (20 percent of 100)**

Explain how the program’s effectiveness will be demonstrated. For each performance measure selected, describe: 1) what data will be collected, 2) how it will be collected, 3) how it will be assessed/analyzed, and 4) the process for reporting the findings and outcomes, which will measure the impact of the proposed efforts. Outline a strategy for sustaining the project when the federal grant ends.

## **Review Process**

OJP is committed to ensuring a standardized process for awarding grants. The Bureau of Justice Assistance (BJA) reviews the application to make sure that the information presented is reasonable, understandable, measurable, and achievable, as well as consistent with program or legislative requirements as stated in the solicitation.

Peer reviewers will be reviewing the applications submitted under this solicitation as well. BJA may use either internal peer reviewers, external peer reviewers, or a combination of both to review the applications under this solicitation. An external peer reviewer is an expert in the field of the subject matter of a given solicitation who is NOT a current U.S. Department of Justice employee. An internal reviewer is an expert in the field of the subject matter of a given solicitation who is a current U.S. Department of Justice employee. Applications will be screened initially to determine whether the applicant meets all eligibility requirements. Only applications submitted by eligible applicants that meet all other requirements (such as timeliness, proper format, and responsiveness to the scope of the solicitation) will be evaluated, scored, and rated by a peer review panel. Peer reviewers’ ratings and any resulting recommendations are advisory only. In addition to peer review ratings, considerations may include, but are not limited to, underserved populations, strategic priorities, past performance, and available funding.

After the peer review is finalized, the Office of the Chief Financial Officer (OCFO), in consultation with BJA, conducts a financial review of all potential discretionary awards and cooperative agreements to evaluate the fiscal integrity and financial capability of applicants; examines proposed costs to determine if the budget and budget narrative accurately explain project costs; and determines whether costs are reasonable, necessary, and allowable under applicable federal cost principles and agency regulations. OCFO also reviews the award document and verifies the OJP Vendor Number.

Absent explicit statutory authorization or written delegation of authority to the contrary, all final grant award decisions will be made by the Assistant Attorney General, who may also give consideration to factors including, but not limited to, underserved populations, strategic priorities, past performance, and available funding when making awards.

## **Additional Requirements**

Successful applicants selected for award must agree to comply with additional applicable requirements prior to receiving grant funding. We strongly encourage you to review the list below pertaining to these additional requirements prior to submitting your application. Additional information for each can be found at [www.ojp.usdoj.gov/funding/other\\_requirements.htm](http://www.ojp.usdoj.gov/funding/other_requirements.htm).

- Civil Rights Compliance

- Funding to Faith-Based Organizations
- Confidentiality and Human Subjects Protection
- Anti-Lobbying Act
- Financial and Government Audit Requirements
- National Environmental Policy Act (NEPA) Compliance
- DOJ Information Technology Standards
- Single Point of Contact Review
- Non-Supplanting of State and Local Funds
- Criminal Penalty for False Statements
- Compliance with Office of Justice Programs [Financial Guide](#)
- Suspension or Termination of Funding
- Non-Profit Organizations
- For-Profit Organizations
- Government Performance and Results Act (GPRA)
- Rights in Intellectual Property
- Federal Funding Accountability and Transparency Act (FFATA) of 2006