



The [U.S. Department of Justice, Office of Justice Programs' Bureau of Justice Assistance](#) is pleased to announce that it is seeking applications for funding under the Harold Rogers Prescription Drug Monitoring Program. This program furthers the Department's mission by breaking the cycle of drug abuse and violence by reducing demand and enforcing laws to reduce and prevent the misuse and abuse of prescription drugs.

## Harold Rogers Prescription Drug Monitoring Program FY 2009 Competitive Grant Announcement

### Eligibility

**Implementation and Enhancement Grants:** Applicants are limited to state governments **with** legislation or regulations, either pending or in place, that (1) require the submission of dispensing data to a centralized database, and (2) authorize or designate a state agency to implement and administer the program. States with pending legislation or regulations may apply for an implementation grant, but will not be awarded an implementation grant unless the legislation or regulations are in place at the time that funding decisions are made. If legislation or regulations are not passed, these applicants may be eligible for a planning grant. State governments that want to improve an existing prescription drug monitoring program may apply for an enhancement award. States which receive FY 2009 enhancement grants are not eligible to apply for enhancement funding in FY 2010.

**Planning Grants:** Applicants are limited to state governments **without** enabling statutes or regulations.

(See "Eligibility," page 2)

### Deadline

Registration with [Grants.gov](#) is required prior to application submission.

All applications are due by 8:00 p.m. e.t. on February 12, 2009.

(See "Deadline: Applications," page 1)

### Contact Information

For assistance with the requirements of this solicitation, contact: Rebecca Rose, BJA Policy Advisor, at (202) 514-0726 or [Rebecca.Rose@usdoj.gov](mailto:Rebecca.Rose@usdoj.gov).

This application must be submitted through [Grants.gov](#). For technical assistance with submitting the application, call the [Grants.gov](#) Customer Support Hotline at 1-800-518-4726 or send an e-mail to [support@grants.gov](mailto:support@grants.gov). The [Grants.gov](#) Support Hotline hours of operation are Monday-Friday from 7:00 a.m. to 9:00 p.m. e.t.

**Grants.Gov announcement number: BJA-2009-1985**  
**Release date: December 15, 2008**

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# Harold Rogers Prescription Drug Monitoring Program

## CDFA #16.754

### Overview of the Harold Rogers Prescription Drug Monitoring Program

The primary purpose of the Harold Rogers Prescription Drug Monitoring Program (PDMP) is to enhance the capacity of regulatory and law enforcement agencies and public health officials to collect and analyze controlled substance prescription data through a centralized database administered by an authorized state agency. The program was created by the FY 2002 U.S. Department of Justice Appropriations Act (Public Law 107-77) and has received funding under each year's Appropriations Act.

### Deadline: Registration

Registering with Grants.gov is a one-time process; however, processing delays may occur and it can take up to several weeks for first-time registrants to receive confirmations/user passwords. The Office of Justice Programs (OJP) highly recommends that applicants start the registration process as early as possible to prevent delays in submitting an application package to our agency by the application deadline specified. The registration process for organizations involves these steps: (1) obtain a Data Universal Numbering System (DUNS) number; (2) register your organization with the Central Contractor Registration (CCR) database; (3) register with Grants.gov's Credential Provider and obtain a username and password; (4) register with Grants.gov to establish yourself as an Authorized Organization Representative (AOR); and (5) the E-Business Point of Contact (POC) assigns the "Authorized Applicant Role" to you. For more information about the registration process, go to [www.grants.gov](http://www.grants.gov). **Note: Your CCR must be renewed once a year. Failure to renew the CCR may prohibit submission of a grant application through Grants.gov.**

### Deadline: Applications

The due date for applying for funding under this announcement is 8:00 p.m. e.t. on February 12, 2009.

Within 24-48 hours after submitting your electronic application, you should receive an e-mail validation message from Grants.gov. The validation message will tell you if the application has been received and validated or if it has been rejected, and why.

**Important:** You are urged to submit your application at least 72 hours prior to the due date of the application to allow time to receive the validation message and to correct any problems that may have caused the rejection notification.

If you experience unforeseen Grants.gov technical issues beyond your control, you must contact OJP staff **within 24 hours after the due date** and request approval to submit your application. At that time, OJP staff will require you to e-mail the complete grant application, your DUNS number, and provide a Grants.gov Help Desk tracking number(s). After OJP reviews all

of the information submitted as well as contacts Grants.gov to validate the technical issues reported by the grantee, OJP will contact you to either approve or deny the request.

To ensure a fair competition for limited discretionary funds, the following conditions are not valid reasons to permit late submissions: (1) failure to begin the registration process in sufficient time; (2) failure to follow Grants.gov instructions on how to register and apply as posted on its web site; (3) failure to follow all of the instructions in the OJP solicitation; and (4) technical issues experienced with the applicant's computer or information technology (IT) environment.

## Eligibility

States ("states" includes the 50 states, the District of Columbia, Commonwealth of Puerto Rico, Northern Mariana Islands, U.S. Virgin Islands, Guam, and American Samoa) are eligible for **implementation and enhancement grants** if they have in place an enabling statute or regulation requiring the submission of controlled substance prescription data to an authorized state agency. Based on promising programs, PDMPs should include:

- The required electronic submission of data for prescriptions in Schedules II, III, IV, and/or 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 and public health officials.
- Confidentiality and privacy provisions regarding the collected data.
- The capability to exchange information with other state PDMPs.

For information on model PDMP legislation, visit the [National Alliance for Model State Drug Laws](#) or the [Alliance of States with Prescription Monitoring Programs](#) web sites.

Note: FY 2009 applications for enhancement funding should propose a new enhancement to the current functioning of the state PDMP. States which receive FY 2009 enhancement grants are not eligible to apply for enhancement funding in FY 2010.

State governments are eligible for **planning grants** if they do not have enabling statutes or regulations in place.

## Prescription Drug Monitoring 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 Prescription Drug Monitoring Program assists states as they plan, implement, or enhance a PDMP. PDMPs:

- Build a state-level data collection and analysis system to enhance the capacity of regulatory and law enforcement agencies and public health officials for future prevention efforts.
- Enhance existing programs' abilities to analyze and use collected data to identify drug abuse trends and increase the number of users of the PDMP.
- Facilitate national evaluation efforts to ensure continued support.
- Encourage the exchange of information among states to prevent cross-border diversion.
- Assess the efficiency and effectiveness of programs to ensure continued state-level support.

- Enhance collaborations with law enforcement, prosecutors, treatment professionals, the medical community, and pharmacies to establish a comprehensive PDMP strategy.

The Office of Justice Programs' Bureau of Justice Assistance (BJA) administers this program with the U.S. Drug Enforcement Administration's (DEA) Office of Diversion Control and in coordination with the Office of National Drug Control Policy (ONDCP).

### **Award Categories**

States may submit a PDMP application in one of three categories. In FY 2009, BJA place funding priority on applications submitted under Category II for states starting new PDMPs.

#### **CATEGORY I: PLANNING. Up to: \$50,000. Project period: 18 months. Competition ID: BJA-2009-1990**

States without a PDMP may apply for a planning grant, and need not have legislation or regulations pending or in place. Funds may be used to assist states in planning for a data collection and analysis system. Activities could include creating a planning advisory committee and ensuring key stakeholders in the state are involved in the planning process.

#### **CATEGORY II: IMPLEMENTATION. Up To: \$400,000. Project period: 24 months. Competition ID: BJA-2009-1989**

States that have in place 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 with legislative authority to establish a pilot program in one or more jurisdictions of that state 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; develop a training program for system users; produce and disseminate educational materials; and assess the efficiency and effectiveness of the program.

#### **Category III: ENHANCEMENT. Up to: \$400,000. Project period: 24 months. Competition ID: BJA-2009-1988**

States seeking to improve existing PDMPs are eligible to apply for an enhancement grant. Funds may be used to enhance the functioning of a data collection and analysis system; enhance an existing educational or training program; support collaborations with law enforcement and prosecutors or public health officials; support collaborations with treatment providers and drug courts; facilitate information sharing among states; expand monitoring to Schedules III, IV, and V; and assess the efficiency and effectiveness of the program.

Within Category III in FY 2009, funding priority will be given to applicants who propose to implement information sharing with other state PDMPs using the prescription monitoring information exchange (PMIX) specifications. Details on PMIX can be found in the PDMP [Frequently Asked Questions \(FAQs\)](#).

**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 for the application.

## Performance Measures

To assist in fulfilling the Department's responsibilities under the Government Performance and Results Act (GPRA), P.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. Performance measures for this solicitation are as follows:

<b>Program Goals</b>	<b>Performance Measures</b>	<b>Data Grantee Provides</b>
<p>1) Reduce the rate of "inappropriate use of prescription drugs."</p>	<ul style="list-style-type: none"> <li>• The number of Licensed PRESCRIBERS, DISPENSERS, and INDIVIDUALS AUTHORIZED TO CONDUCT INVESTIGATIONS that were trained in the use of the state's PDM system.</li> </ul>	<ul style="list-style-type: none"> <li>• For this reporting period, how many licensed PRESCRIBERS were trained formally (in a classroom setting) in the use of the PDM system?</li> <li>• For this reporting period, how many licensed PRESCRIBERS were trained informally (e.g., via the Internet, mass mailings, and so on) in the use of the PDM system?</li> <li>• For this reporting period, how many licensed PRESCRIBERS are there in your state?</li> <li>• As of the last day of this reporting period, how many licensed PRESCRIBERS would you say have been trained informally in the use of the system?</li> <li>• For this reporting period, how many licensed DISPENSERS were trained formally (in a classroom setting) in the use of the PDM system?</li> <li>• For this reporting period, how many licensed DISPENSERS were trained informally (e.g., via the Internet, mass mailings, and so on) in the use of the PDM system?</li> <li>• For this reporting period, how many licensed DISPENSERS are there in your state?</li> <li>• As of the last day of this reporting period, how many licensed DISPENSERS would you say have been trained informally in the use of the system?</li> </ul>

		<ul style="list-style-type: none"> <li>• For this reporting period, how many INDIVIDUALS AUTHORIZED TO CONDUCT INVESTIGATIONS were trained formally (in a classroom setting) in the use of the PDM system?</li> <li>• For this reporting period, how many INDIVIDUALS AUTHORIZED TO CONDUCT INVESTIGATIONS were trained informally (e.g., via the Internet, mass mailings, and so on) in the use of the PDM system?</li> <li>• For this reporting period, how many INDIVIDUALS AUTHORIZED TO CONDUCT INVESTIGATIONS are there in your state?</li> <li>• As of the last day of this reporting period, how many INDIVIDUALS AUTHORIZED TO CONDUCT INVESTIGATIONS would you say have been trained informally in the use of the system?</li> </ul>
	<ul style="list-style-type: none"> <li>• The number of coroner reports that indicate controlled prescription drug use as the primary or contributing cause of death.</li> </ul>	<ul style="list-style-type: none"> <li>• For this reporting period, how many coroner reports indicated that controlled prescription drug use was the primary or contributing cause of death?</li> </ul>
<p>2) Reduce the quantity of pharmaceutical controlled substances obtained by individuals attempting to engage in fraud and deceit (i.e., "doctor shopping").</p>	<ul style="list-style-type: none"> <li>• Increase in the number of reports generated.</li> <li>• The number of individuals that filled prescriptions from multiple pharmacies.</li> </ul>	<ul style="list-style-type: none"> <li>• For PRESCRIBERS: <ul style="list-style-type: none"> <li>○ For this reporting period, how many solicited reports were produced?</li> <li>○ For this reporting period, how many unsolicited reports were produced?</li> </ul> </li> <li>• For DISPENSERS: <ul style="list-style-type: none"> <li>○ For this reporting period, how many solicited reports were produced?</li> <li>○ For this reporting period, how many unsolicited reports were produced?</li> </ul> </li> <li>• For INDIVIDUALS AUTHORIZED TO CONDUCT INVESTIGATIONS: <ul style="list-style-type: none"> <li>○ For this reporting period, how many solicited reports were produced?</li> <li>○ For this reporting period, how many unsolicited reports were produced?</li> </ul> </li> <li>• For this reporting period, how many INDIVIDUALS filled prescriptions for Schedule II drugs?</li> <li>• For this reporting period, how many INDIVIDUALS filled prescriptions for Schedule II drugs from 5 or more PRESCRIBERS at 5 or more pharmacies?</li> <li>• For this reporting period, how many INDIVIDUALS filled prescriptions for Schedule II drugs from 10 or more</li> </ul>

		<p>PRESCRIBERS at 10 or more pharmacies?</p> <ul style="list-style-type: none"> <li>• For this reporting period, how many INDIVIDUALS filled prescriptions for Schedule II drugs from 15 or more PRESCRIBERS at 15 or more pharmacies?</li> </ul>
		<ul style="list-style-type: none"> <li>• For this reporting period, how many non-liquid doses of the following were associated with INDIVIDUALS that filled prescriptions for Schedule II drugs: <ul style="list-style-type: none"> <li>○ Pain relievers.</li> <li>○ Tranquilizers.</li> <li>○ Stimulants.</li> <li>○ Sedatives.</li> </ul> </li> <li>• For this reporting period, how many INDIVIDUALS filled prescriptions for Schedule II, III drugs?</li> <li>• For this reporting period, how many INDIVIDUALS filled prescriptions for Schedule II, III drugs from 5 or more PRESCRIBERS at 5 or more pharmacies?</li> <li>• For this reporting period, how many INDIVIDUALS filled prescriptions for Schedule II, III drugs from 10 or more PRESCRIBERS at 10 or more pharmacies?</li> <li>• For this reporting period, how many INDIVIDUALS filled prescriptions for Schedule II, III drugs from 15 or more PRESCRIBERS at 15 or more pharmacies?</li> <li>• For this reporting period, how many non-liquid doses of the following were associated with INDIVIDUALS that filled prescriptions for Schedule II, III drugs: <ul style="list-style-type: none"> <li>○ Pain relievers.</li> <li>○ Tranquilizers.</li> <li>○ Stimulants.</li> <li>○ Sedatives.</li> </ul> </li> <li>• For this reporting period, how many INDIVIDUALS filled prescriptions for Schedule II, III, IV drugs?</li> <li>• For this reporting period, how many INDIVIDUALS filled prescriptions for Schedule II, III, IV drugs from 5 or more PRESCRIBERS at 5 or more pharmacies?</li> <li>• For this reporting period, how many INDIVIDUALS filled prescriptions for</li> </ul>

		<p>Schedule II, III, IV drugs from 10 or more PRESCRIBERS at 10 or more pharmacies?</p> <ul style="list-style-type: none"> <li>• For this reporting period, how many INDIVIDUALS filled prescriptions for Schedule II, III, IV drugs from 15 or more PRESCRIBERS at 15 or more pharmacies?</li> <li>• For this reporting period, how many non-liquid doses of the following were associated with INDIVIDUALS that filled prescriptions for Schedule II, III, IV drugs: <ul style="list-style-type: none"> <li>○ Pain relievers.</li> <li>○ Tranquilizers.</li> <li>○ Stimulants.</li> <li>○ Sedatives.</li> </ul> </li> </ul>
3) Increase coordination among PDMP partners (e.g., regulatory, health, law enforcement agencies).	<ul style="list-style-type: none"> <li>• The number of licensed PRESCRIBERS and DISTRIBUTORS trained formally in coordinating and sharing data.</li> </ul>	<ul style="list-style-type: none"> <li>• How many licensed PRESCRIBERS and DISTRIBUTORS were trained formally in coordination and data sharing?</li> <li>• How many PDMP partners were trained in coordination of data sharing?</li> </ul>
4) Involve stakeholders in the planning process.	<ul style="list-style-type: none"> <li>• For planning grantees: Percentage of stakeholder involvement.</li> </ul>	<ul style="list-style-type: none"> <li>• Number of stakeholders engaged in the project through memorandums of understanding, meeting attendance, etc.</li> <li>• Total number of stakeholders necessary to affect policy change.</li> </ul>

## How To Apply

DOJ is participating in the e-Government initiative, one of 25 initiatives included in the President's Management Agenda. Part of this initiative—Grants.gov—is a “one-stop storefront” that provides a unified process for all customers of federal grants to find funding opportunities and apply for funding.

**Grants.gov Instructions:** Complete instructions can be found at [www.grants.gov](http://www.grants.gov). If you experience difficulties at any point during this process, please call the Grants.gov Customer Support Hotline at 1-800-518-4726, Monday-Friday from 7:00 a.m. to 9:00 p.m. e.t.

**Funding Opportunities with Multiple Purpose Areas:** Some OJP solicitations posted to Grants.gov contain multiple purpose areas, denoted by the individual Competition ID. If you are applying to a solicitation with multiple Competition IDs, you must select the appropriate Competition ID (see page 3) for the intended purpose area of your application. The application will be peer reviewed according to the requirements of the purpose area under which it is submitted.

**Note: OJP's Grants Management System (GMS) does not support Microsoft Vista or Microsoft 2007. Therefore, OJP will not review any application whose attachments are in Microsoft Vista or Microsoft 2007 format.** GMS downloads applications from Grants.gov and is the system in which OJP reviews applications and manages awarded grants. Applications

submitted via GMS must be in the following formats: Microsoft Word (\*.doc), WordPerfect (\*.wpd), PDF files (\*.pdf), or Text Documents (\*.txt) and may include Excel files (\*.xls). GMS is not yet compatible with Vista and cannot yet process Microsoft Word 2007 documents saved in the new default format with the extensions of ".docx." Please ensure the documents you are submitting in Grants.gov are saved using "Word 97-2003 Document (\*.doc)" format. In addition, 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) number for this solicitation is 16.754, titled "Harold Rogers Prescription Drug Monitoring Program," and the funding opportunity number is BJA-2009-1985.

**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 [www.dnb.com/us/](http://www.dnb.com/us/). 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 Narrative (Attachment 1)

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 20 pages. Please number pages "1 of 20," "2 of 20," etc. **At the beginning of the Program Narrative, indicate which category (Category I: Planning, Category II: Implementation, or Category III: Enhancement) you are applying for.** Submissions that do not adhere to the format will be deemed ineligible.

#### Budget and Budget Narrative (Attachment 2)

Applicants must provide a budget that is complete and allowable. 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/funding/forms/budget\\_detail.pdf](http://www.ojp.usdoj.gov/funding/forms/budget_detail.pdf). Include funding to support attendance at two or three national or regional planning and coordination meetings.

### **Logic Model, Project Timeline, and Position Descriptions/Résumés (Attachment 3)**

Attach a *Logic Model* that links key project activities with program goals and performance measures; *Project Timeline* (with an estimated start date of October 1, 2009) with each project goal, related objective, activity, expected completion date, and responsible person or organization; and *Position Descriptions* for key positions and résumés for current staff. Do not include materials not requested in this attachment; additional material will not be reviewed. For details on the PDMP logic model, see the [PDMP FAQs](#).

## **Selection Criteria**

### **1. Statement of the Problem (10 percent of 100)**

Describe the impact that the abuse and diversion of controlled substances is having on your state. Provide data to support your discussion. Explain the current system in your state for collecting information on the abuse of controlled substances. Analyze the weaknesses or omissions of the current methods of data collection and analysis.

### **2. Program Design and Implementation (50 percent of 100)**

**Strategy Overview (15 percent of 100):** A clear connection should be shown between the proposed strategy and the problem. 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. For Implementation and Enhancement applications, identify the statute that provides for a prescription drug monitoring database, the state agency that has been designated to carry out the mandates of this legislation, and how that agency is positioned to implement the activities proposed.

**Implementation (20 percent of 100):** Describe what the state proposes to do and how the state will do it. Enhancement applicants must clearly identify how this funding will enhance and improve current programmatic activities. Include a logic model and a project timeline (Attachment 2). Explain how each task will support and/or enhance the development of the PDMP.

**Collaboration (15 percent of 100):** Identify who the state agency will collaborate with (e.g., state, regulatory, and law enforcement officials; public health officials; state substance abuse director; consumers), their responsibilities, and how the state will involve them 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 the PDMP.

### **3. Capabilities/Competencies (10 percent of 100)**

Describe the management structure and staffing, specifically identifying the key person responsible for carrying out program activities. Demonstrate the capability to implement the project successfully, including performance measure reporting.

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

Provide a proposed budget that is cost effective, complete, and allowable (Attachment 2). Include funding to support attendance at three national or regional planning and coordination meetings.

#### **5. Impact/Outcomes, Evaluation, Sustainment, and Performance Measure Data Collection Plan (20 percent of 100)**

Explain how the state will know if the program works in order 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. Explain what will be measured, who is responsible for performance measures, and how the information will be used. Current grantees should describe their progress toward compliance with performance measurement data reporting. Describe how efforts and partnerships will be leveraged to build long-term support and resources to sustain the PDMP 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 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