

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



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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 Smart Policing: Evidence-Based Law Enforcement Initiative. This program furthers the Department's mission by assisting state and local jurisdictions in improving the criminal justice system.

## Smart Policing: Evidence-Based Law Enforcement Initiative FY 2010 Competitive Grant Announcement

### Eligibility

Applicants are limited to state, local, and tribal law enforcement agencies.

### Deadline

Registration with [Grants.gov](#) is required prior to application submission. (See "How to Apply," page 4.)

All applications are due by 8:00 p.m. eastern time on June 3, 2010. (See "Deadlines: Registration and Application," page 1.)

### Contact Information

For technical assistance with submitting the application, contact the Grants.gov Customer Support Hotline at 1-800-518-4726 or via e-mail to [support@grants.gov](mailto:support@grants.gov).

Note: The [Grants.gov](#) Support Hotline hours of operation are 24 hours, 7 days a week, except federal holidays.

For assistance with any other requirement of this solicitation, contact Alissa Huntoon, BJA Policy Advisor, at 202-305-1661 or [Alissa.Huntoon@usdoj.gov](mailto:Alissa.Huntoon@usdoj.gov).

BJA encourages stakeholder feedback on its solicitations and award processes. Send feedback on this solicitation to [askbj@usdoj.gov](mailto:askbj@usdoj.gov).

Grants.Gov number assigned to announcement: **BJA-2010-2685**

**Release Date: April 14, 2010**

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# Smart Policing: Evidence-Based Law Enforcement Initiative (CFDA #16.738)

## Overview

This FY 2010 grant announcement seeks to build upon data-driven, evidence-based policing by encouraging state and local law enforcement agencies to develop effective, economical, and innovative responses to precipitous or extraordinary increases in crime, or in a type or types of crime within their jurisdictions. This program is funded under the Edward Byrne Memorial Justice Assistance Grant (JAG) Program. 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).

## Deadlines: Registration and Application

Registration is required prior to submission. OJP strongly encourages registering with Grants.gov several weeks before the deadline for application submission. The deadline for applying for funding under this announcement is 8:00 p.m. eastern time on June 3, 2010. Please see the “How to Apply” section, page 4, for more details.

## Eligibility

Please refer to the cover page of this solicitation for eligibility under this program.

## Smart Policing: Evidence-Based Law Enforcement Initiative—Specific Information

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

Most agree that the United States is in a period of decreased state and local revenue and in these circumstances, a weakened economy, exacerbated by substantial unemployment, can become criminogenic and result in increased crime and calls for service. Developing prevention strategies and tactics that are effective, efficient, and economical is of great benefit to law enforcement agencies in an era of budget constraints and limited staffing.

This initiative seeks to build upon concepts of “offender-based” and “place-based” policing. Several authoritative longitudinal projects in America and the United Kingdom have demonstrated convincingly that a small number of offenders commit a disproportionate amount of crime. It is also well-documented that crime reports and calls for service often cluster predominately at specific locations or narrow, easily-defined areas, and while random patrol and rapid response has not been demonstrated to measurably reduce crime, the most convincing research demonstrates that “place-based” or “hotspot” policing reduces violent crime and neighborhood disorder. These persuasive findings suggest that effective policing requires a

tightly focused, collaborative approach that is measurable, based on sound, detailed analysis and includes policies and procedures for accountability.

Additionally, it is also well documented that the fastest growing category of admissions to prison is offenders already under some form of community-based supervision, in most cases probation. Extrapolated data developed from in-depth analyses of several states indicate that probation and parole revocations account for approximately 65 percent of prison admissions annually.

The Smart Policing Initiative (SPI) fosters the collaborative effort and strategic partnerships between probation agencies and local law enforcement agencies, broadening the collective knowledge of effective policing and probation strategies.

This solicitation seeks to identify up to three state, local, or tribal law enforcement agencies that are committed to applying evidence-based policing to contemporary crime problems and criminogenic circumstances. In addition to the law enforcement component, applicants are encouraged to explore strategic partnerships with probation agencies to reduce crime.

#### **“SMART POLICING” DEMONSTRATION INITIATIVE (SPI)**

BJA expects to make up to three awards to law enforcement agencies. For law enforcement agencies serving populations\* of less than 500,000, the maximum award amount is \$300,000; for law enforcement agencies serving populations\* greater than 500,000, the maximum award amount is \$500,000. The project period is 24 months, and the project start date should be on or after October 1, 2010.

Applications are solicited from law enforcement agencies interested in employing a data-driven, evidence-based approach to respond to precipitous or extraordinary increases in crime, or in a type or types of crime in their jurisdictions. Successful applicants will:

- Enlist a research partner from the accredited criminal justice/social science educational community.
- Conduct a careful, rigorous process to identify a specific category of offender or correctional practice or circumstance that involved law enforcement direct participation. Crime examples include but are not limited to: 1) neighborhood drug markets; 2) gun violence in a specific neighborhood; 3) mortgage fraud; and 4) commodity theft. Police/probation partnership examples include but are not limited to: 1) specific residential neighborhoods populated by a disproportionate number of released offenders, and 2) specific offender categories (for example, high risk, violent, etc.).
- Develop a prevention/mitigation strategy to address the problem.
- Develop performance measures for the initiative.
- Assess and report the results to BJA, who will make the results available.

Applicants may identify a specific evidence-based policing strategy or provide a description of a rigorous process they intend to employ to identify problems and formulate interventions using models associated with problem-oriented policing. In both cases, the program design must include outcome measures capable of informing a credible assessment of the effectiveness of the intervention(s).

Applicants should also consider the relationship among law enforcement, crime, and those on probation, and perhaps design strategies for local law enforcement and probation to consolidate

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\* As reported to the Federal Bureau of Investigation's (FBI) [Uniform Crime Reports](#) (UCR), or for tribal law enforcement agencies, as reported to the Bureau of Indian Affairs (BIA).

risk assessment tools and share information to implement these consolidated tools. Applicants should consider how local law enforcement and probation can integrate resources such as technology and staffing to supervise probationers determined to be “high risk.”

To help us achieve these important outcomes, SPI grantees will work closely with BJA’s selected national partner, the CNA Corporation (CNA), to assist agencies with incorporating evidence-based policing as a fundamental element in their response to crime. CNA works directly with BJA and provides training and technical assistance information sharing sessions, facilitates peer-to-peer exchanges of information, and administers targeted subject matter expertise that is relevant to specific SPI agencies.

Resources to identify evidence-based law enforcement strategies include George Mason University’s Evidence-Based Policing Matrix (<http://gunston.gmu.edu/cebcp/Matrix.html>) and several others as noted in the [Frequently Asked Questions](#) (FAQs) for this solicitation.

**Limitation on Use of Award Funds for Employee Compensation; Waiver:** With respect to any award of more than \$250,000 made under this solicitation, federal funds may not be used to pay total cash compensation (salary plus bonuses) to any employee of the award recipient at a rate that 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 2010 salary table for SES employees is available at [www.opm.gov/oca/10tables/indexSES.asp](http://www.opm.gov/oca/10tables/indexSES.asp).) Note: A recipient may compensate an employee at a higher rate, provided the amount in excess of this compensation limitation is paid with non-federal funds. (Any such additional compensation will not be considered matching funds where match requirements apply.)

The limitation on compensation rates allowable under an award may be waived on an individual basis at the discretion of the Assistant Attorney General (AAG) for the Office of Justice Programs. An applicant that wishes to request a waiver must include a detailed justification in the budget narrative of its application. Unless the applicant submits a waiver request and justification with the application, the applicant should anticipate that OJP will request that the applicant adjust and resubmit their budget.

The justification should include: the particular qualifications and expertise of the individual, the uniqueness of the service being provided, the individual’s specific knowledge of the program or project being undertaken with award funds, and a statement explaining that the individual’s salary is commensurate with the regular and customary rate for an individual with his/her 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), P.L. 103-62, applicants who receive funding under this solicitation must provide data that measures the results of their work. **Additionally, applicants must discuss in their application their methods for collecting data for performance measures. Please refer to “What An Application Must Include” (below), for additional information on applicant responsibilities for collecting and reporting data.** Grantees are required to provide the data requested in the “Data Grantee Provides” column so that OJP can calculate values for the “Performance Measures” column. Performance measures for this solicitation are as follows:

<b>Objectives</b>	<b>Performance Measures</b>	<b>Data Grantee Provides</b>
Identify and address a specific crime problem or criminogenic circumstance within a jurisdiction.	Percent of program goals and objectives completed that are directly linked to grant funding and address a specific crime problem or criminogenic circumstance within a jurisdiction.	<p>Number of program tasks that were completed during the reporting period that are directly linked to grant funding. (Task: a grant activity defined in application project plan.)</p> <p>Number of total program tasks (complete or incomplete) that are directly linked to grant funding.</p>
Enhance law enforcement knowledge and use of effective strategies and tactics for crime problems or correctional practices.	<p>Percent reduction in reported incidents.</p> <p>Cost savings as a result of new initiative implemented.</p> <p>Number of new interventions/tactics employed.</p> <p>Percent increase in evidence or data collection.</p> <p>Percent increase in data analyses conducted.</p>	<p>Number of reported incidents of the targeted crime problem during the six months prior to grant funding.</p> <p>Number of reported incidents of the targeted crime problem for the current reporting period.</p> <p>Total amount of non-grant dollars expended by your agency to address the targeted crime during the six months prior to grant funding.</p> <p>Total amount of non-grant dollars expended by your agency to address the targeted crime during the current reporting period.</p> <p>Number of new interventions/tactics employed during the current reporting period.</p> <p>Number of times evidence or data are collected for the current reporting period.</p> <p>Number of times evidence or data were collected during the six months prior to grant funding.</p> <p>Number of statistical data analyses conducted (e.g., cluster, link, time-series, etc.) to inform decision-making, devise tactics/interventions, and measure results for the current reporting period.</p> <p>Number of statistical data analyses conducted (e.g., cluster, link, time-series, etc.) to inform decision-making, devise tactics/interventions, and measure results during the six months prior to grant funding.</p>

## How To Apply

Applications will be submitted through Grants.gov. 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. Complete instructions on how to register and submit an application 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**, 24 hours, 7 days a week, except federal holidays. 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 confirmation and a user password. The Office of Justice Programs highly recommends that applicants start the registration process as early as possible to prevent delays in submitting an application package by the application deadline specified.

All applicants are required to complete the following.

1. **Acquire a DUNS Number.** A DUNS number is required for [Grants.gov](http://Grants.gov) registration. The Office of Management and Budget requires that all businesses and nonprofit applicants for Federal funds include a DUNS (Data Universal Numbering System) number in their applications for a new award or renewal of an existing award. 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, one-time activity. Obtain a DUNS number by calling 1-866-705-5711 or by applying online at [www.dunandbradstreet.com](http://www.dunandbradstreet.com). Individuals are exempt from this requirement.
2. **Acquire or Renew Registration with the Central Contractor Registration (CCR) Database.** OJP requires that all applicants (other than individuals) for federal financial assistance maintain current registrations in the Central Contractor Registration (CCR) database. An applicant must be registered in the CCR to successfully register in Grants.gov. 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 registration at least once per year to maintain an active status. Information about CCR registration procedures can be accessed at [www.ccr.gov](http://www.ccr.gov).
3. **Acquire an Authorized Organization Representative (AOR) and a Grants.gov Username and Password.** Complete your AOR profile on Grants.gov and create your username and password. You will need to use your organization's DUNS Number to complete this step. For more information about the registration process, go to [www.grants.gov/applicants/get\\_registered.jsp](http://www.grants.gov/applicants/get_registered.jsp).
4. **Acquire Authorization for your AOR from the E-Business Point of Contact (E-Biz POC).** The E-Biz POC at your organization must login to Grants.gov to confirm you as an AOR. Please note that there can be more than one AOR for your organization.
5. **Search for the Funding Opportunity on Grants.gov.** Please use the following identifying information when searching for the funding opportunity on Grants.gov. The Catalog of Federal Domestic Assistance (CFDA) number for this solicitation is 16.738, titled "Edward Byrne Memorial Justice Assistance Grant Program," and the funding opportunity number is BJA-2010-2685.
6. **Submit an Application Consistent with this Solicitation.** 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 whether the application has been received and validated or rejected, with an explanation. **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 a rejection notification.

**Note: Grants.gov will forward the application to OJP's Grants Management System (GMS). 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."

### **Experiencing Unforeseen Grants.gov Technical Issues**

If you experience unforeseen Grants.gov technical issues beyond your control that prevent you from submitting your application by the deadline, you must contact BJA staff within **24 hours after the deadline** and request approval to submit your application. At that time, BJA 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 the program office reviews all of the information submitted, and contacts the Grants.gov Help Desk to validate the technical issues you reported, OJP will contact you to either approve or deny your request to submit a late application. If the technical issues you reported cannot be validated, your application will be rejected as untimely.

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.

Notifications regarding known technical problems with Grants.gov are posted on the OJP funding web page, [www.ojp.usdoj.gov/funding/solicitations.htm](http://www.ojp.usdoj.gov/funding/solicitations.htm).

## **What an Application Must Include**

This section describes what an application is expected to include and sets out a number of elements. Applicants should anticipate that failure to submit an application that contains all of the specified elements may negatively affect the review of the application and, should a decision nevertheless be made to make an award, may result in the inclusion of special conditions that preclude access to or use of award funds pending satisfaction of the conditions.

Moreover, applicants should anticipate that applications that are not responsive to the scope of the solicitation, or do not include a program narrative, budget, and budget narrative will not proceed to peer review and will not receive further consideration.

OJP strongly recommends use of appropriately descriptive file names (e.g., "Program Narrative," "Budget and Budget Narrative," "Timelines," "Memoranda of Understanding," "Resumes") for all attachments. OJP recommends that, if applicable, resumes be included in a single file.

### **Standard Form 424**

Please see [www07.grants.gov/assets/SF424Instructions.pdf](http://www07.grants.gov/assets/SF424Instructions.pdf) for instructions on how to complete your SF-424.

### **Program Narrative (Attachment 1)**

Applicants must submit a Program Narrative that describes the proposed activities for the grant period and responds to the Selection Criteria (1–3, 5) below. The narrative should be double-

spaced, using a standard 12-point font (Times New Roman preferred) with not less than 1-inch margins, and must not exceed 10 pages. Please number pages “1 of 10,” “2 of 10,” etc.

Applicants should anticipate that if the program narrative fails to comply with these length-related restrictions, such that it provides a significant competitive advantage, the failure to comply may be considered in peer review and in final award decisions.

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

Applicants must provide a budget that is complete and allowable in response to Selection Criteria 4. Applicants must submit a budget worksheet and budget narrative in one file. A sample budget worksheet can be found at [www.ojp.gov/funding/forms/budget\\_detail.pdf](http://www.ojp.gov/funding/forms/budget_detail.pdf). If you submit a different format, you must include the budget categories as listed in the sample budget worksheet.

### **Project Timeline and Other Supporting Materials (Attachment 3)**

Applicants must attach a project timeline with each project goal, related objective, activity, expected completion date, and responsible person or organization; and *may* attach other materials such as organizational capability documents, samples, or resumes of key staff/trainers.

### **Tribal Authorizing Resolution (Attachment 4, if applicable)**

If an application is being submitted by a tribe or tribal organization, then a current authorizing resolution of the governing body of the tribal entity or other enactment of the tribal council or comparable governing body authorizing the inclusion of the tribe or tribal organization and its residents must be included with the application. The Tribal Authorizing Resolution should acknowledge the application, authorize the inclusion of the tribe and its residents in the application, and should endorse the strategy described in the application. In those instances when an organization or consortium of tribes proposes to apply for a grant on behalf of a tribe or multiple specific tribes, then the application must include a resolution from all tribes which will be included as a part of the services/assistance provided under the grant. If an applicant fails to submit either a signed or an unsigned copy of a tribal resolution as part of its application, it will be eliminated from funding consideration. If selected for funding, any applicant that has submitted an unsigned tribal resolution must submit the signed copy of the tribal resolution to BJA within 30 days of acceptance of the award. In all such cases, use of and access to funds will be contingent on receipt of the signed tribal resolution.

## **Selection Criteria**

### **1. Statement of the Problem (5 percent of 100)**

Provide Uniform Crime Reporting (UCR) and/or population-served data; describe the serious or violent crime challenges of the jurisdiction. Applicants may also describe any existing partnerships with local probation and/or parole.

### **2. Program Design and Implementation (25 percent of 100)**

Describe project objectives that are linked to meaningful and measurable outcomes consistent with crime prevention and the delivery of quality police services. Describe how the project will reach the stated goals and objectives by providing the 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 3). Describe how the program will encompass evidence-based practices or will be based upon research knowledge and/or data.

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

Fully describe capabilities to implement the project and the competencies of the staff assigned to the project. In addition, applicants should demonstrate sound crime and criminal intelligence analysis capacity. Describe previous law enforcement activities that include research partners and report the results of those efforts. Applicants with no experience in working with research partners should include memorandums of understanding or letters documenting support and participation from their designated research partner (as Attachment 3).

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

Provide a proposed budget and budget narrative that are complete, allowable, and cost effective (as Attachment 3). Applicants should also budget travel/lodging expenses for four-person teams of agency and research partner representatives to attend three 2-day meetings during the 24-month project period. One of these meetings will be held in Washington, D.C.; the second and third meetings will be held regionally.

### **5. Impact/Outcomes and Evaluation/Description of the Applicant's Plan for the Collection of the Data Required for Performance Measures (35 percent of 100)**

Describe the process for measuring project performance. Identify who will collect the data, who is responsible for performance measurement, and how the information will be used to guide and assess the program. Describe process to accurately report implementation findings.

## **Review Process**

OJP is committed to ensuring a fair and open process for awarding grants. The Bureau of Justice Assistance reviews the application to make sure that the information presented is reasonable, understandable, measurable, and achievable, as well as consistent with the solicitation.

Peer reviewers will be reviewing the applications submitted under this solicitation that meet basic minimum requirements. The Bureau of Justice Assistance may use either internal peer reviewers, external peer reviewers, or a combination 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 a current U.S. Department of Justice employee who is well-versed or has expertise in the subject matter of this solicitation. Eligible applications 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 for award recommendations and decisions may include, but are not limited to, underserved populations, strategic priorities, past performance, and available funding.

The Office of the Chief Financial Officer (OCFO), in consultation with the Bureau of Justice Assistance, conducts a financial review of applications for 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.

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 (AAG), who may also give consideration to factors including, but not limited to, underserved populations, geographic diversity, strategic priorities, past performance, and available funding when making awards.

## Additional Requirements

Applicants selected for awards must agree to comply with additional legal requirements upon acceptance of an award. We strongly encourage you to review the information 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](#)
- Faith-Based and Other Community Organizations
- Confidentiality and Human Subjects Protection (if applicable)
- Anti-Lobbying Act
- Financial and Government Audit Requirements
- National Environmental Policy Act (NEPA) (if applicable)
- DOJ Information Technology Standards (if applicable)
- Single Point of Contact Review
- Nonsupplanting of State or Local Funds
- Criminal Penalty for False Statements
- Compliance with [Office of Justice Programs Financial Guide](#)
- Suspension or Termination of Funding
- Nonprofit Organizations
- For-Profit Organizations
- Government Performance and Results Act (GPRA)
- Rights in Intellectual Property
- Federal Funding Accountability and Transparency Act (FFATA) of 2006
- Awards in excess of \$5,000,000 – federal taxes certification requirement

**Application Checklist**  
**FY 2010 Smart Policing: Evidence-Based Law Enforcement Initiative**

The application checklist has been created to aid you in developing your application.

**Eligibility**

- State or local law enforcement agency
- Federally recognized tribe (as determined by the Secretary of the Interior and published in the [Federal Register](#))

**The Federal Request is within Allowable Limits and not to exceed**

- \$300,000 for law enforcement agencies serving populations less than 500,000
- \$500,000 for law enforcement agencies serving populations greater than 500,000

**The application contains:**

- Program Narrative:
  - Statement of the Problem/Program
  - Project Design and Implementation
  - Capabilities/Competencies
  - Impact/Outcomes and Evaluation/Plan for Collecting Data for Performance Measures
- Budget Narrative and Budget Detail Worksheet
- Project Timeline
- Tribal Authorizing Resolution (if applicable)

**Program Narrative Format:**

- Double-spaced
- 12-point standard font
- Not less than 1" margins
- Narrative is 10 pages or less

**Other:**

- Standard 424 form
- DUNS number
- Central Contractor Registration (CCR)