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The [U.S. Department of Justice, Office of Justice Programs' Sex Offender Sentencing, Monitoring, Apprehending, Registering, and Tracking \(SMART\) Office](#) is pleased to announce that it is seeking applications for funding under the SMART Office Support for Adam Walsh Act Implementation Grant Program. This program furthers the Department's mission by assisting state and local jurisdictions and tribes with implementation of requirements under the Adam Walsh Child Protection and Safety Act of 2006. This act is designed to protect children from sexual exploitation and violent crime, prevent child abuse and child pornography, promote Internet safety, and honor the memory of Adam Walsh and other child crime victims.

## **SMART Office Support for Adam Walsh Act Implementation Grant Program Competitive Grant Announcement**

### **Eligibility**

Eligible applicants are limited to states, units of local government (including territories), and Indian tribes and tribal organizations.  
(See "Eligibility," page 1)

### **Deadline**

All applications are due by 8:00 p.m. e.t. on September 4, 2007.  
(See "Deadline: Applications," page 1)

### **Contact Information**

For assistance with the requirements of this solicitation, contact: Julius Dupree, BJA Policy Advisor, at 202-514-1928 or [julius.dupree@usdoj.gov](mailto:julius.dupree@usdoj.gov). [Frequently Asked Questions](#) are also available.

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.

**Grants.Gov number assigned to announcement: DCPO-2008-1664**

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# **SMART Office Support for Adam Walsh Act Implementation Grant Program CDFA #16.580**

## **Overview of the SMART Office Support for Adam Walsh Act Implementation Grant Program**

The Sex Offender Sentencing, Monitoring, Apprehending, Registering, and Tracking (SMART) Office Support for Adam Walsh Act Implementation Grant Program assists state, local, and tribal jurisdictions with developing and/or enhancing programs designed to implement the Sex Offender Registration and Notification Act (SORNA) under the Adam Walsh Act (AWA) (42 U.S.C § 16901 et seq.) and provides a specific emphasis on address verification projects. This program is funded under the Edward Byrne Memorial Discretionary Grants Program, as authorized under Pub. L. 110-5, embedded secs. 101-104; Pub. L. 109-108, 119 Stat. 2290, 2300; 42 U.S.C. 3760-3762a as in effect in September 30, 2006.

### **Deadline: Registration**

Registering with Grants.gov is a one-time process; however, if you are a first-time registrant, it could take up to several weeks to have your registration validated and confirmed and to receive your user password. It is highly recommended you start the registration process as early as possible to prevent delays in submitting your application package to our agency by the deadline specified. There are three steps that you must complete before you are able to register: 1) register with Central Contractor Registry (CCR), 2) register yourself as an Authorized Organization Representative (AOR), and 3) be authorized as an AOR in your organization. For more information, go to [www.grants.gov](http://www.grants.gov). **Note: Your CCR registration must be renewed once a year. Failure to renew your CCR registration will 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 September 4, 2007.

### **Eligibility**

Eligible applicants under this initiative are limited to states, units of local government, and Indian tribes and tribal organizations. A unit of local government is a town; township; village; parish; city; county; other general purpose political subdivision of a state; or a federally recognized Indian tribe.

## Adam Walsh Act Implementation Grant 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 Adam Walsh Act (AWA) Implementation Grant Program assists state, local, and tribal jurisdictions with developing and/or enhancing programs designed to implement the Sex Offender Registration and Notification Act (SORNA) under AWA. In summary, SORNA requires: (1) all states, the District of Columbia, U.S. territories and possessions, and Indian tribes (jurisdictions) to maintain a sex offender registry; and (2) sex offenders to register and maintain a current registration in each jurisdiction where the offender resides, is an employee, and is a student. Also, it sets forth requirements for sex offender registries, including required information, duration of registration, and in-person verification of sex offender identity. For more specific information about compliance with SORNA and access to the Proposed Guidelines, please visit [www.ojp.usdoj.gov/smart/guidelines.htm](http://www.ojp.usdoj.gov/smart/guidelines.htm).

For information and resources on AWA, visit [www.ojp.usdoj.gov/smart](http://www.ojp.usdoj.gov/smart).

In developing and/or enhancing programs designed to implement SORNA, applicants may propose specific strategies and projects including, but not limited to:

- Developing and enhancing specialized units and functions in law enforcement agencies in furtherance of the objectives of the program.
- Developing or enhancing sex offender registration programs or functions.
- Improving law enforcement and other justice agency information sharing as it relates to investigation and prevention of sex crimes and offender accountability.
- Developing or enhancing local absconder apprehension efforts.
- Collecting, storing, analyzing, and using sex offender biometric data (fingerprints) and DNA for investigative purposes.
- Providing support for coordinated interagency and interjurisdictional efforts in these areas.
- Providing public education and outreach to promote safety against sexual predation.
- Supporting address verification of sex offenders in a jurisdictional area or areas.

For address verification, a variety of methods will be considered and include, but are not limited to personal contact, registered mail, Internet/electronic, and kiosk. The application shall specifically state the authority and responsibility of the agency to verify sex offender addresses and how the proposed verification process will augment the state sex offender registry. Projects that provide electronic transfer of information for update of the state sex offender registry will be given priority consideration.

The grant application should also provide a sustainability plan to identify how the proposed address verification program can continue to operate after creation. This would also include those applicants who are applying for funds for an existing program. Applicants are encouraged to include an evaluation component of their address verification strategy and will be asked to report program performance data so that the strategies funded through the program can be assessed and to enable the SMART Office to meet its obligations to report to the Congress on the cost effectiveness of this program.

In future fiscal years, the SMART Office intends to offer assistance to local communities that will include technology/equipment enhancements. For this reason, it is recommended that

applicants avoid proposals that include high equipment costs or that focus substantially on computer hardware purchases.

**Amount and Length of Awards**

Individual grant awards will be up to \$300,000 for a period of up to 12 months. A total of \$12.8 million is available for this program. Ten percent of this amount will be set-aside for tribal jurisdictions.

**Match Requirement**

A grant made under this program may not cover more than 75 percent of the total costs of the project being funded. The applicant must identify the source of the 25 percent non-federal portion of the budget and how match funds will be used. Applicants may satisfy this match requirement with either cash, in-kind services, or a combination. The formula for calculating match is:

$$\frac{\text{Award amount}}{\text{Federal Share}} = \text{Adjusted Project Costs} \times \text{Recipient's Share} = \text{Required Match}$$

**Example:** For a federal award amount of \$300,000, match would be calculated as follows:  
 $\frac{\$300,000}{75\%} = \$400,000$

$$\$400,000 \times 25\% = \$100,000 \text{ match}$$

**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. Performance measures for this solicitation are as follows:

Program Goals	Performance Measures	Data Grantee Provides
Ensure compliance with the Sex Offender Registration and Notification Act under AWA.	<p>Percentage of registered sex offenders in compliance with sex offender registry requirements.</p> <p><u>For address verification projects:</u>                      Percentage of registered sex offender address records verified or updated.</p> <p>Percentage of non-compliant sex offenders identified as not residing at their registered address.</p>	<p>Total number of offenders who are registered in the jurisdiction each month during the project period.</p> <p>Total number of offenders who are in compliance with AWA registry requirements each month during the project period.</p> <p>Total number of offenders identified for non-compliance with AWA registry requirements during each month during the project period.</p> <p>Total number of sex offender address records that were either verified or updated each month during the project period.</p>

## 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**. **Note:** Both Microsoft Vista and Microsoft Office 2007 are currently incompatible with Grants.gov.

**CFDA Number:** The Catalog of Federal Domestic Assistance (CFDA) number for this solicitation is 16.580, titled “Edward Byrne Memorial State and Local Law Enforcement Assistance Discretionary Grants Program,” and the funding opportunity number is DCPO-2008-1664.

**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. 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.dunandbradstreet.com](http://www.dunandbradstreet.com). Individuals are exempt from this requirement.

## What an Application Must Include

### Standard Form 424

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

**Program Abstract:** Applicants must provide an abstract that clearly identifies the scope of the proposed project; the amount of federal funding requested; and how the applicant plans to address the problem. 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:** The program narrative must respond to the solicitation and the selection criteria. Submissions that do not adhere to the format will be deemed ineligible. The program narrative must be double-spaced, using a standard 12-point font (Times New Roman is preferred) with 1-inch margins, and must not exceed 20 pages. Please number pages “1 of 20,” “2 of 20,” etc.

#### **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/Forms/budget\\_fillable.pdf](http://www.ojp.usdoj.gov/Forms/budget_fillable.pdf). Applicants must provide a detailed breakdown of projected costs, including projected costs of labor, resources, and equipment (where necessary), and other detailed program costs. **If it is necessary for applicants to use funds to purchase computer hardware or software, applicants must**

**provide a detailed explanation of why the hardware or software is required in order for the project to succeed.**

### **Project Timeline and Position Descriptions (Attachment 3)**

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

### **Other Supporting Materials (Attachment 4)**

Applicants applying for funds for address verification projects must include documentation that provides assurance that the applying agency has the requisite authority to conduct address verification of sex offender activities.

## **Selection Criteria**

### **1. Statement of the Problem (15 points)**

Describe the challenges the jurisdiction faces in complying with federal legislation and how the challenges will be addressed through the new or innovative strategy(ies) that will be funded through the grant. Fully describe the specific, local target population and target community.

### **2. Implementation and/or Enhancement Strategy (25 points)**

Illustrate what activities are proposed for the project. The applicant must describe the steps it has taken or will take to assess and analyze its current sex offender management efforts including its registration and notification system. For address verification projects, outline the information that will be or has been gathered and the strategies to be used or have been used to gather and analyze the information. Describe how the activities proposed will assist the jurisdiction in complying with the AWA.

### **3. Capabilities/Competencies (25 points)**

Describe the management structure and staffing of the project, identifying the public sector agency responsible for the project and the grant coordinator. Demonstrate the capability of the staff to implement the project, including gathering and analyzing information. The management and organizational structure described should match the staff needs necessary to accomplish the tasks outlined in the project work plan. Applicants must describe their organization's experience with sex offender management issues and if they are currently responsible for verification of sex offenders within their jurisdiction.

### **4. Budget (20 points)**

Provide a budget that is allowable, cost effective, and reasonable (see Attachment 2). **If it is necessary for applicants to use funds to purchase computer hardware or software, applicants must provide a detailed explanation of why the hardware or software is required in order for the project to succeed.**

### **5. Impact/Outcomes, Evaluation, and Sustainment (15 points)**

Identify goals and objectives for program development, implementation, and outcomes. Describe how performance will be documented, monitored, and evaluated, including how the impact of the strategies implemented and/or enhancement will be determined. For address verification projects, please include a statement regarding the applicant's willingness to participate in additional data collection efforts in order to determine the

efficacy of the different types of verification projects funded under this program. Local evaluation of verification programs is encouraged.

## **Review Process**

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

## **Additional Requirements**

- Civil Rights compliance.
- Confidentiality and Human Subjects Protections regulations.
- 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 or Local Funds.
- Criminal Penalty for False Statements.
- Compliance with Office of the Comptroller *Financial Guide*.
- Suspension or Termination of Funding.

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/otherrequirements.htm](http://www.ojp.usdoj.gov/funding/otherrequirements.htm).