



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 Electronic and Cyber Crime Training and Technical Assistance Program. This program furthers the Department's mission by assisting state and local jurisdictions in improving the criminal justice system.

Bureau of Justice Assistance Electronic and Cyber Crime Training and Technical Assistance Program FY 2008 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 currently support electronic crime, cyber crime, and intelligence training and technical assistance to law enforcement, prosecutors, and others in the justice system. Applicants must demonstrate that training is currently being conducted in remote locations and to underserved communities throughout the United States.

(See "Eligibility," page 1)

Deadline

All applications are due by 8:00 p.m. e.t. on June 23, 2008
(See "Deadline: Applications," page 1)

Contact Information

For assistance with the requirements of this solicitation, contact David P. Lewis, Senior Policy Advisor, at 202-616-7829 or david.p.lewis@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.

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**Bureau of Justice Assistance
Electronic and Cyber Crime Training and Technical
Assistance Program
FY 2008 Competitive Grant Announcement
CFDA #16.752**

Overview of the Bureau of Justice Assistance Electronic and Cyber Crime Training and Technical Assistance Program

Authorized by the Consolidated Appropriations Act, 2008, the Bureau of Justice Assistance (BJA) Electronic and Cyber Crime Training and Technical Assistance (TTA) Program serves communities by providing training, technical assistance, and related support that leverages cooperative efforts between electronic and cyber crime training and technical assistance service providers. Funds can be used for expansion or enhancement of training and technical assistance programs that have national scope. This may include programs providing investigative support to local law enforcement agencies.

Deadline: Registration

Registering with Grants.gov is a one-time process; if you are a first-time registrant, however, it could take up to several weeks to have your registration confirmed and to receive your user password. It is 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/. **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 June 23, 2008.

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 currently provide national programs for electronic crime, cyber crime, and intelligence training and technical assistance to law enforcement, prosecutors, and others in the justice system. This funding does not support cyber crime task forces or the development of new programs. For-profit organizations must agree to waive any profit or fees for services. Joint applications are permissible, with one agency being the applicant agency.

National programs are defined as programs that demonstrate that training and technical assistance is currently provided to remote locations and underserved communities throughout the United States, and where delivery capacity is not limited to a single training facility or lab.

Faith-Based and Other Community Organizations: Consistent with President George W. Bush's 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 go to www.usdoj.gov/fbci/effect-rfra.pdf.

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. 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.

BJA Electronic and Cyber Crime TTA 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 BJA Electronic and Cyber Crime TTA Program is designed to improve the capacity of local criminal justice systems and provide national support for training and technical assistance projects that strategically address electronic and cyber crime needs. The FY 2008 program will focus on funding national training and technical assistance efforts to:

- Provide training curricula specializing in high-tech crime to include, but not limited to, intelligence, cyber, and computer forensics.
- Provide innovative delivery methodologies of curricula to include, but not limited to, e-training, roll call training, academy training of both new recruits and experienced officers, prosecutors, and other justice system employees.
- Provide train-the-trainer classes to expand the ability of more individuals to receive training without the cost of extensive travel.
- Provide support to fusion centers and analysts in both the areas of training and support materials.
- Develop and distribute educational materials for public safety at all levels to include administrators, investigators, and line officers. The approach for development and delivery of the materials may include handouts, CDs, etc., but should include innovative methods to reach large audiences. Although the intended recipient of service delivery is members of the criminal justice system, products should be adaptable to build awareness of electronic and cyber crime issues to the public.
- Provide technical assistance to public safety agencies in the area of investigation, training, intelligence, and computer forensics.
- Identify new crime trends in the area of high-tech crime and develop methodologies for addressing needs of the field through training, education, and use of technology.

Funded programs must demonstrate effective collaboration and coordination between other similarly funded projects and other electronic and cyber crime initiatives throughout the nation. If the project does not currently have partnership structures and practices in place, the application must clearly state how this will be accomplished so value from each program contributes toward a national electronic and cyber crime service delivery strategy.

Amount and Length of Awards

Approximately \$8.3 million is available under this program in FY 2008. The project period for awards under this program is up to 12 months, and the project start date should be on or after November 1, 2008. BJA may make as few as one or as many as three awards.

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.) 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.

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 measures the results of their work. Performance measures for this solicitation are as follows:

Objective	Performance Measures	Data Grantee Provides
<p>Provide training to members of public safety in the areas of high-tech crimes to include administrators, investigators, and line officers locally and/or regionally.</p> <p>This shall include trainings in the area of computer forensics.</p> <p>This shall include train-the-trainer classes.</p>	<p>Outcomes</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>Percentage of surveyed trainees who reported that the training provided information that could be utilized in their job.</p>	<p>Number of individuals who attended each training.</p> <p>Number of individuals who completed each training.</p> <p>Number of individuals who completed an evaluation at the conclusion of the training.</p> <p>Number of individuals who rated the training as satisfactory or better.</p> <p>Number of individuals who completed a pre- and post-test.</p> <p>Number of individuals whose post-test score indicated improvement over pre-test.</p> <p>Number of trainees who responded to the survey who reported that the training provided information that could be utilized on their job.</p>
<p>Increase information provided to the public safety community through development of handout materials to be used to for training, education, and awareness.</p>	<p>Output</p> <p>Number of publications/products developed.</p> <p>Number of publications/products disseminated (print media, CD/DVDs, downloads, etc.).</p> <p>Number of requests for information responded to.</p>	<p>Number of publications/products developed.</p> <p>Number of publications/products disseminated (print media, CD/DVDs, downloads, etc.).</p> <p>Number of requests for information responded to.</p>
<p>Provide technical assistance to states, local, and tribal agencies as requested based on electronic and cyber crime issues.</p>	<p>Outcome</p> <p>Percentage of requesting agencies who rated services as satisfactory or better in terms of timeliness and quality following completion of an onsite or peer to peer visit.</p> <p>Percentage of requesting agencies that were planning to implement at least some of the report recommendations six months after the onsite or peer to peer visit .</p>	<p>Number of onsite and peer to peer visits completed.</p> <p>Number of reports submitted to requesting agencies after onsite or peer to peer visits.</p> <p>Number of requesting agencies who completed an evaluation of TA services after receiving a report.</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 evaluated the delivered services as satisfactory or better for timeliness and quality.</p> <p>Number of requesting agencies who responded to a survey six months after onsite or peer to peer visit.</p> <p>Number of agencies who were planning to implement at least some of the report recommendations six months after visit.</p> <p>Number of other onsite services provided.</p> <p>Number of reports submitted to requesting agencies following other on-site services.</p> <p>Number of requesting agencies who completed an evaluation of other onsite services.</p> <p>Number of evaluations that rated the services provided as satisfactory or better.</p>
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Grantees will use the BJA Training and Technical Assistance database to report the results of these measures quarterly.

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. If you experience difficulties at any point during this process, please call the Grants.gov Customer Support Hotline at **1-800-518-4726**.

Note: Grants.gov does not support the Microsoft Vista Operating system. The PureEdge software used by Grants.gov for forms is not compatible with Vista. Also, Grants.gov cannot yet process Microsoft Word 2007 documents saved in the new default format with the extension ".DOCX." Please ensure the document is saved using "Word 97-2003 Document (*.doc)" format.

Please also note: OJP’s Grants Management System (GMS) does not accept executable file types as application attachments. OJP’s Grants Management System (GMS) downloads applications from Grants.gov and is the system in which OJP reviews applications and manages awarded grants. 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 16.752, titled “Economic High-Tech and Cyber Crime Prevention,” and the funding opportunity number is BJA-2008-1885.

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. Individuals are exempt from this requirement.

What an Application Must Include

Standard Form 424

Program Narrative (Attachment 1)

Program Abstract: Applicants must provide an abstract identifying the applicant’s name, title of the project, dollar amount requested, and include goals of the project, a description of the strategies to be used, a numerical listing of key/major deliverables, and coordination plans. Applicants should use a standard 12-point font (Times New Roman is preferred) with 1-inch margins. The abstract must not exceed ½ page, and does not count against the program narrative’s 10-page limit.

Program Narrative: The program narrative must respond to the solicitation and the Selection Criteria (1–3, 5) in the order given. Submissions that do not adhere to the format will be deemed ineligible. The program narrative must be double-spaced, using a standard 12-point font (Times New Roman is preferred) with 1-inch margins, and must not exceed 10 pages. Please number pages “1 of 10,” “2 of 10,” etc.

Budget and Budget Narrative (Attachment 2)

Applicants must provide a budget that is allowable and reasonable. Applicants must submit a budget worksheet and budget narrative in one file. A fillable budget detail worksheet form is available on OJP’s web site at www.ojp.usdoj.gov/funding/forms/budget_detail.pdf. Applicants may submit the budget and budget narrative in a different format but it must contain all categories listed within the fillable budget detail worksheet available at the above web site.

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 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 and provide national support for training and technical assistance projects that strategically address electronic and cyber crime needs. 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 3).

3. Capabilities/Competencies (25 percent of 100)

Describe the applicant(s) capabilities to implement the project and the competencies of the staff assigned to the project to oversee it. Projects that include in their structure a management and performance measurement component may receive priority consideration.

4. Budget (10 percent of 100)

Provide a comprehensive budget that is complete, allowable, and justified based on the proposed project (as Attachment 2).

5. Impact/Outcomes and Evaluation (20 percent of 100)

Explain how the program's effectiveness will be demonstrated. Discuss the national significance of the program's impact to improve the functioning of the criminal justice system. Describe how program data will be collected and how it will be assessed to measure the impact of proposed efforts.

Review Process

The Office of Justice Programs is committed to ensuring a standardized process for awarding grants. The Bureau of Justice Assistance will review 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 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, will conduct a financial review of all potential discretionary awards and cooperative agreements to evaluate the fiscal integrity and financial capability of applicants; examine proposed costs to determine if the budget and budget narrative accurately explain project costs; and determine 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 (AAG), 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

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.

- 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.
- Government Performance and Results Act (GPRA).
- Rights in Intellectual Property.
- Federal Funding Accountability and Transparency Act (FFATA) if 2006.