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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 Drug Court Discretionary Grant Program. This program furthers the Department's mission by providing resources to state, local, and tribal governments and state and local courts to establish or enhance drug courts and systems for nonviolent substance-abusing offenders.

## Drug Court Discretionary Grant Program FY 2007 Competitive Grant Announcement

**Note:** The Office of Juvenile Justice and Delinquency Prevention (OJJDP) will release a solicitation for applicants seeking funding for juvenile and family drug court grants. For details, visit the [OJJDP web site](#).

### Eligibility

**Implementation and Enhancement Grants:** Applicants are limited to states, state and local courts, counties, units of local government, and Indian tribal governments, acting directly or through other public or private entities. **Statewide Grants:** Applicants are limited to state agencies.  
(See "Eligibility," page 1)

### Deadline

All applications are due by 8:00 p.m. e.t. on March 6, 2007.  
(See "Deadline: Applications," page 1)

### Contact Information

For assistance with the requirements of this solicitation, contact Eunice Pierre at 202-514-1473 or [Eunice.Pierre@usdoj.gov](mailto:Eunice.Pierre@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.

**Grants.Gov number assigned to announcement: BJA-2007-1461**

# CONTENTS

Overview of the Drug Court Discretionary Grant Program	1
Deadline: Registration	1
Deadline: Applications	1
Eligibility	1
Drug Court Program-Specific Information	1
Match Requirement	3
Performance Measures	3
How To Apply	4
What An Application Must Include:	4
Standard Form 424	
Program Narrative	
Budget and Budget Narrative	
Letters of Support and Project Timeline	
Selection Criteria	5
Review Process	7
Additional Requirements	7

# Drug Court Discretionary Grant Program CFDA #16.585

## Overview of the Drug Court Discretionary Grant Program

The purpose of the Drug Court Discretionary Grant Program (authorized under the 21st Century Department of Justice Appropriations Authorization Act, Public Law 107-273, 116 Stat. 1758) is to provide resources to state, local, and tribal governments and state and local courts to establish or enhance adult drug courts and systems for nonviolent substance-abusing offenders.

### 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 March 6, 2007.

### Eligibility

**Drug Court Implementation and Enhancement Grants:** Applicants are limited to states, state and local courts, counties, units of local government, and Indian tribal governments, acting directly or through other public or private entities. **Statewide Grants:** Applicants are limited to state agencies, such as the State Administering Agency (SAA), the Administrative Office of the Court, or the state Alcohol and Substance Abuse Agency.

### Drug Court 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.*

Drug courts help reduce recidivism and substance abuse among nonviolent offenders and increase an offender's likelihood of successful rehabilitation through early, continuous, and intense judicially supervised treatment, mandatory periodic drug testing, community supervision, and appropriate sanctions and other habilitation services. A drug court can be a specially designed court calendar or docket as well as a specialized court program. Drug courts funded

through the Bureau of Justice Assistance's (BJA) Drug Court Discretionary Grant Program are required by law to target nonviolent offenders and must implement an adult drug court based on the BJA and National Association of Drug Court Professionals' publication: [Defining Drug Courts: The Key Components](#). Implementation grants may also serve DUI/DWI offenders.

The FY 2007 solicitation offers three drug court grant categories:

### **I. Implementation Grants**

*Maximum \$350,000; 24-month project period*

Implementation grants are available to jurisdictions that have completed a substantial amount of planning and are ready to implement an adult drug court. Jurisdictions who are in the planning stages should consider participation in BJA's Drug Court Planning Initiative (DCPI). DCPI provides training, technical assistance, and travel support to assist jurisdictions in planning a new drug court program. For more information, see <http://dcpi.ncjrs.gov/dcpi/index.html>.

### **II. Enhancement Grants**

*Maximum \$200,000; 12-month project period*

Enhancement grants are available to jurisdictions with a fully operational (at least 1 year) adult drug court to: provide additional services to drug court participants; develop and provide training programs for drug court practitioners; evaluate a drug court; develop or implement an automated data collection system for the court; or meet the special needs of certain drug court participants, including individuals addicted to methamphetamine; individuals suffering from co-occurring mental health issues; members of cultural and language minorities; and individuals coping with severe traumatic experiences.

- ★ In FY 2007, funding priority will be given to applicants who have never received a grant under BJA's Drug Court Discretionary Grant Program, or to applicants providing intensive services to individuals addicted to methamphetamine.

### **III. Statewide Grants**

*Maximum \$200,000; 12-month project period*

Statewide drug court grants are available to state agencies to improve, enhance, or expand drug court services statewide through activities such as: training or technical assistance programs for drug court teams; tracking or compiling state drug court information and resources; disseminating statewide drug court information to enhance or strengthen drug court programs; increasing communication, coordination, and information sharing among drug court programs; conducting a statewide drug court evaluation; and establishing an automated drug court data collection system.

- ★ The National Drug Court Training and Technical Assistance Program (NDCTTAP) supports BJA's Drug Court Discretionary Grant Program by increasing the knowledge and skills of drug court practitioners to plan, implement, and sustain effective drug court programs. For details on NDCTTAP's planning, training, and technical assistance resources, visit <http://dcpi.ncjrs.gov/dcpi/index.html>

## 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 or in-kind services, or a combination of both. 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 \$350,000, match would be calculated as follows:

$$\frac{\$350,000}{75\%} = \$466,667 \times 25\% = \$116,667 \text{ match}$$

## 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:

Objective	Performance Measures	Data Grantee Provides
<p>To develop and establish drug courts for nonviolent substance-abusing offenders.</p>	<p>Percent decrease in drug court clients arrested while in the program.</p> <p>Percent increase in graduation rate of drug court program participants (participants who have completed all treatment).</p>	<p>Number of participants arrested for technical violations and non-drug related charges while participating in the program.</p> <p>Number of participants successfully graduating the program.</p> <p>Anticipated capacity of the drug court program.</p> <p>Number of individuals eligible and referred to the drug court program.</p> <p>Number of individuals accepted in the drug court program.</p> <p>Number of individuals who declined participation in the drug court program.</p> <p>Number of participants terminated:</p> <ul style="list-style-type: none"> <li>• Number of participants returned to regular court processing.</li> <li>• Number of participants with outstanding bench warrants.</li> </ul> <p>Number and type of services available to participants.</p>

		Number of participants in each type of service.
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The Office of Justice Programs (OJP) is currently developing enhanced performance measures for the Drug Court Program. These measures will be completed in the coming months, and grantees will be required to report in several new areas including results of drug tests for participants and measures for statewide and enhancement grantees hosting training activities. By applying for this solicitation, all applicants agree that they will also report on these additional measures when they are released.

## 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**.

**CFDA Number:** The Catalog of Federal Domestic Assistance (CFDA) number for this solicitation is 16.585, titled “Drug Courts Discretionary Grant Program,” and the funding opportunity number is BJA-2007-1461.

**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 <http://www.dunandbradstreet.com>. Individuals are exempt from this requirement.

## What an Application Must Include

### Standard Form 424

#### Program Narrative (Attachment 1)

The program narrative must respond to the solicitation and the Selection Criteria listed below 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. **At the beginning of the Program Narrative, indicate which category (Category I: Implementation; Category II: Enhancement; or Category III: Statewide Grants) you are applying for.**

## **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 are encouraged to allocate funds to cover travel/costs to attend at least two BJA-sponsored trainings and other drug court trainings.

## **Letters of Support and Project Timeline (Attachment 3)**

Attach *Letters of Support* that outline the partners' responsibilities and a *Project Timeline* with each project goal, related objective, activity, expected completion date, and responsible person or organization.

## **Selection Criteria**

### **1. Statement of the Problem**

#### **Implementation Applicants: 20 points**

Describe the nature and scope of the substance abuse problem in the jurisdiction. Include data on race, ethnicity, age, gender, arrest volume, and crime patterns for adult offenders. Explain the problems with the current court response to cases involving substance abuse, and identify how the current number of treatment slots is insufficient to meet the anticipated referrals.

#### **Enhancement Applicants: 25 points**

Describe the current operation of the adult drug court, addressing program structure; program length; target population; screening and assessment; services delivery plan; judicial supervision; drug testing; case management; incentives and sanctions; treatment and restitution; and program success data. Describe the issue or need that the enhancement grant seeks to address. Provide local data and program impact on the community and evaluation findings to support the requested enhancement.

#### **Statewide Applicants: 20 points**

Provide an overview of the drug court movement in the state. Identify the number of operational drug courts in the state, including type, capacity, number of individuals served, and success rates. Provide an assessment of whether each drug court has incorporated the 10 key components ([Defining Drug Courts: The Key Components](#)). Describe the issue or need that the statewide grant seeks to address. Provide local data and program impact on the community and evaluation findings to support the requested enhancement.

### **2. Project Design and Implementation**

#### **Implementation Applicants: 40 Points**

Describe how the project design and strategy will be implemented and based on research and effective practices. Address each of the 10 key components of drug courts and develop a project strategy incorporating these principles ([Defining Drug Courts: The Key Components](#)).

**Enhancement Applicants: 60 points**

Describe the enhancement and specify goals and objectives of the project, linking the enhancement to the 10 key components of drug courts ([Defining Drug Courts: The Key Components](#)). Identify how one or more of the following enhancements will be accomplished: provide additional services to drug court clients to increase the likelihood of successful rehabilitation; develop training programs to educate justice professionals, treatment providers, and others about the drug court philosophy and its key components; attend training programs with justice professionals, treatment providers, and others regarding the drug court model; conduct process and/or outcome evaluations; or develop and implement an automated drug court data collection system or improve an existing system.

**Statewide Applicants: 65 points**

Describe the specific design, goals, and objectives for the statewide initiative. Provide a project strategy identifying how one or more of the following statewide initiatives will be accomplished: training or technical assistance programs for drug court teams; tracking or compiling state drug court information and resources; disseminating statewide drug court information to enhance or strengthen drug court programs; increasing communication, coordination, and information sharing among drug court programs; conducting a statewide drug court evaluation; and establishing an automated drug court data collection system.

**3. Capabilities and Competencies**

**Implementation Applicants Only: 20 points**

Identify each member of the drug court team and describe their roles and responsibilities. Describe how effective communication and coordination among the team will be implemented throughout the project period. Key drug court team members must include a judge, prosecutor, defense attorney, treatment provider, researcher/evaluator/management information specialist, and drug court coordinator. Attach a letter of support from each key drug court team member, with responsibilities clearly outlined for each member (see Attachment 3).

**4. Budget**

**Implementation: 5 points**

Applicants must provide a proposed budget that is complete, allowable, and tied to the proposed activities (see Attachment 2).

**Enhancement: 5 points**

Applicants must provide a proposed budget that is complete, allowable, and tied to the proposed activities (see Attachment 2).

**Statewide Enhancement: 5 Points**

Applicants must provide a proposed budget that is complete, allowable, and tied to the proposed activities (see Attachment 2).



## 5. Outcomes, Evaluation, and Sustainment

### **Implementation Applicants: 15 points**

Describe the steps the drug court will take to develop a performance management and evaluation plan. The plan should include strategies to collect data, review data, and where appropriate, discuss how the drug court will work with the evaluator. Provide a plan detailing how court operations will be maintained after federal assistance ends and how current collaborations and evaluations will be used to leverage ongoing resources.

### **Enhancement Applicants: 10 points**

Provide a plan detailing how performance of court operations will be evaluated and managed. Describe how operation and enhancement efforts will be maintained after federal assistance ends and how current collaborations and evaluations will be used to leverage ongoing resources.

### **Statewide Applicants: 10 Points**

Provide a plan detailing how performance of court operations will be evaluated and managed. Describe how operation and enhancement efforts will be maintained after federal assistance ends and how current collaborations and evaluations will be used to leverage ongoing resources.

## Review Process

All applications will be peer reviewed. The BJA 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).