



The U.S. Department of Justice, Office of Justice Programs, [Office for Victims of Crime](#) (OVC) is pleased to announce that it is seeking applications for funding under the FY 2009 Identity Theft Victim Assistance Networks Program. OVC intends to make one (1) award to a successful national victim-serving organization that in turn would make up to 15 sub-awards to establish collaborative regional, statewide, and/or community coalitions dedicated to improving the response to victims of identity theft. This program furthers the Department's mission by "enhancing the Nation's capacity to assist crime victims and to provide leadership in changing attitudes, policies, and practices to promote justice and healing for all victims of crime."

FY 2009 Identity Theft Victim Assistance Networks Program

Applicants are limited to private nonprofit organizations (including tribal organizations), that can demonstrate: (1) knowledge and understanding of needs of financial fraud/identity theft victims, (2) experience in the provision of victim services and coalition building at the national level, (3) staff resources and capability to carry out all activities required by the funded project, (4) the capacity to solicit competitive applications for sub-awards, and (5) the capacity to issue and manage sub-awards.

(See "Who is Eligible to Apply," page 3)

Deadline

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

(See "Registration," page 3)

All applications are due by 11:59 p.m. Eastern Time on April 30, 2009.

(See "Deadline for Applications," page 3)

Contact Information

For assistance with the requirements of this solicitation, contact Laura Ivkovich, Policy Analyst, at 202-616-3576 or via e-mail at Laura.Ivkovich@usdoj.gov.

This application must be submitted through OJP's Grant Management System. For technical assistance with submitting the application call the Grants Management System Support Hotline at 1-888-549-9901, option 3.

Note: The *GMS* Support Hotline hours of operation are Monday-Friday from 7:00 a.m. to 9:00 p.m. Eastern Time.

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FY 2009 Identity Theft Victim Assistance Networks (CFDA #16.582)

Overview

The Office for Victims of Crime (OVC) is committed to enhancing the nation's capacity to assist crime victims and to provide leadership in changing attitudes, policies, and practices to promote justice and healing for all victims of crime.

The purpose of the FY 2009 Identity Theft Victim Assistance Networks Program is to help expand the outreach and capacity of victim service programs across the nation to better address the rights and needs of victims of identity theft. OVC intends to make available discretionary funding (\$500,000), through a cooperative agreement, to a successful national victim-serving organization that would in turn make up to 15 sub-grants (of up to \$20,000 each), to establish collaborative regional, statewide, and/or community coalitions dedicated to improving the response (infrastructure, training, outreach tools, and direct victim assistance services) to victims of identity theft.

Once funded, the collaborative partner organizations and coalitions will work with the national victim-serving organization to establish a formal resource network of victim assistance providers to help these providers to better address the rights and needs of victims of identity theft across the nation. The ultimate goals of this program are to (1) provide support and guidance to statewide or regional identity theft victim assistance programs and coalitions in a network, (2) encourage expansion of existing victim service programs and coalitions to address the rights and needs of this underserved population, and (3) offer helpful guidance to victim service programs and coalitions on how they can improve their current service delivery portfolio at the local, state, and regional level to better address the needs and assist victims of identity theft.

Funding for this project is authorized under 42 U.S.C. § 10603(c)(1)(A).

Deadline: Registration

Applicants must register with GMS and apply online for the funding opportunity titled OVC FY 09 Identity Theft-Strengthening Partnerships and Building Identity Theft Victim Coalitions and Advocate Networks. The deadline to register and apply for this funding opportunity is 8:00 p.m. Eastern Time on April 23, 2009.

Deadline: Application

The due date for applying for funding under this announcement is 11:59 p.m. Eastern Time on April 30, 2009.

Eligibility

Who is Eligible to Apply: Applicants are limited to private nonprofit organizations (including tribal organizations), that can demonstrate: (1) knowledge and understanding of needs of financial fraud/identity theft victims, (2) experience in the provision of victim services and

coalition building at the national level, (3) staff resources and capability to carry out all activities required by the funded project, (4) the capacity to solicit competitive applications for sub-awards, and (5) the capacity to issue and manage sub-awards.

Applicants are encouraged to review the Civil Rights Compliance section under “Additional Requirements” in this announcement.

Program-Specific Information

Purpose: The purpose of the FY 2009 Identity Theft Victim Assistance Networks Program is to help expand the outreach and capacity of victim service programs to better address the rights and needs of victims of identity theft. OVC intends to make available discretionary funding (\$500,000) to a successful national victim-serving organization that would in turn make up to 15 sub-grants (of up to \$20,000 each), to establish collaborative regional, statewide, and/or community coalitions dedicated to improving the response (infrastructure, training, outreach tools, and direct victim assistance services) to victims of identity theft.

OVC will select an organization that will serve as a pass-through, or intermediary, for funding to establish or expand collaborative regional, statewide, and/or community coalitions dedicated to improving the response to victims of identity theft. The intermediary will help each of the sites develop or expand a network of comprehensive services to victims of identity theft. Once funded, these collaborative partners and coalitions will work with the national victim-serving organization to establish a formal resource sharing network to help victim assistance providers address the rights and needs of victims of identity theft across the nation. The ultimate goal of this program is to provide support and guidance to regional, statewide, and/or community identity theft victim assistance programs and coalitions through a network that provides assistance to victims of identity theft and encourages expansion of existing victim service programs and coalitions. The program will also offer guidance to victim service programs and coalitions on how they can improve their service delivery portfolio at the local, state, and regional levels to better provide victim assistance services and address the needs of victims of identity theft.

Much like other strategic approaches developed by OVC to build networks of victim service programs that meet the new and emerging needs of crime victims and the programs that serve them (e.g., Helping Outreach Programs to Expand II, Enhancing Public Awareness and Outreach for Victims in Underserved Communities Program, etc.), OVC is working to ensure the availability of comprehensive services through a network of programs that address the rights and needs of victims of identity theft. Through the Identity Theft Victim Assistance Networks Program, OVC will help unite the field of new and existing victim service programs. OVC will fund the establishment of the infrastructure to improve the system of collaborative regional, statewide, and/or community coalitions and enable current victim advocates to strengthen their network, their collective victim assistance efforts, and their communication, to improve the disparate responses to the needs and rights of the nation’s victims of identity theft.

Funding: One cooperative agreement will be awarded for \$500,000.

Funding under this announcement is contingent on grantee performance. All OVC awards are subject to the availability of appropriated funds and to any modifications or additional requirements that may be imposed by law.

Award Period: 18 months

Goals and Objectives: The Identity Theft Victim Assistance Networks Program will award one cooperative agreement to a national nonprofit organization that will support the activities of regional, statewide, and/or community-based organizations in serving victims of identity theft during FY 2009-2010, by granting competitive sub-awards to help unite the field of new and existing victim service programs to improve their assistance to this underserved group. OVC is particularly interested in increasing the development and capacity of victim-serving organizations to respond to the needs and rights of victims of identity theft.

Deliverables:

The deliverables required by OVC for this program include the following:

- 1) Develop and maintain a pool of eligible sub-award applicants. The grantee will work closely with OVC to identify applicants eligible for a sub-award.
- 2) Develop a streamlined, competitive process to award up to \$300,000 in sub-grants to regional, statewide, and community-based organizations and coalitions. The grantee will work closely with the OVC monitor to establish criteria for selection of the sub-recipients and disseminate a solicitation to appropriate organizations across the country using a variety of advertising media, including written and electronic newsletters, clearinghouses, Listservs, and Web sites. The grantee will submit recommendations for funding of each eligible applicant to OVC for approval. The grantee must provide each applicant written notification of the final resolution of its application and forward a copy to OVC.
- 3) Work with the selected sub-recipients to ensure that only allowable activities are funded.
- 4) Manage sub-recipient awards.
- 5) Provide technical assistance to sub-recipients. The grantee will coordinate with the OVC monitor on each request for technical assistance.
- 6) Ensure that sub-recipients complete a progress report that summarizes the following: number of identity theft victims served (by type of identity theft), number of advocates trained; number of volunteers trained; number of service providers trained; and types of services provided.
- 7) Submit semi-annual award progress reports to OVC.
- 8) Submit quarterly financial status reports to OVC.
- 9) Keep OVC abreast of issues and/or concerns with sub-recipients.

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 for the application. The justification should include the following: the particular qualification and expertise of the individual, the uniqueness of the service being provided, the individual's specific knowledge of the program or project undertaken with the grant funds, and a statement explaining that the

individual's salary is commensurate with the regular and customary rate for an individual with her/his 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 their data collection methods in the application. Performance measures for this solicitation are as follows:

Objective	Performance Measures	Data Grantee Provides
<p>The purpose of the FY 2009 Identity Theft Victim Assistance Networks Program is to help expand the outreach and capacity of victim service programs to better address the rights and needs of victims of identity theft through the establishment of collaborative regional, statewide, and/or community-based coalitions dedicated to improving the response to victims of identity theft.</p>	<p>-Percent increase in number of programs participating in network. -Percent increase in victims served. -Percent increase in advocates, volunteers, and service providers trained. -Percent increase in types of services provided. -Percentage of trainees completing evaluations/surveys reporting an improved ability to perform their duties.</p>	<p>Grantee will provide: (1) number of programs participating in network; (2) number of victims served (by type of identity theft); (3) number of advocates trained; (4) number of volunteers trained; (5) number of service providers trained; and, (6) Number of trainees completing evaluations/surveys reporting an improved ability to perform their duties.</p>

How to Apply

Grants Management System Instructions. Applications must be submitted through OJP's online Grants Management System (GMS). To access the system, go to <https://grants.ojp.usdoj.gov>. Applicants must register with GMS and apply online for the funding opportunity titled OVC FY 09 Identity Theft-Strengthening Partnerships and Building Identity Theft Victim Coalitions and Advocate Networks. Applicants should begin the process a few weeks prior to the GMS registration deadline, especially if this is the first time they have used the system. For a step-by-step guide, visit <http://www.ojp.gov/gmscbt> and refer to the section entitled "External Overview: Locating & Applying for Funding Opportunities." For additional assistance, call the GMS Help Desk at 1-888-549-9901 from 7:00 a.m. to 9:00 p.m. Eastern Time.

Note: OJP will not review any application whose attachments are in Microsoft Vista or Microsoft 2007 format. Applications submitted via GMS must be in the following word processing formats: Microsoft Word (*.doc), WordPerfect (*.wpd), PDF files (*.pdf), or Text Documents (*.txt) and may include Microsoft Excel (*.xls) files. GMS is not yet compatible with

Vista and cannot yet process Microsoft Word 2007 documents saved in the new default format with the extension “.docx.” Please ensure the documents you are submitting are saved using "Word 97-2003 Document (*.doc)" format. Additionally, 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."

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 Numbering System) number in their application for a new award or renewal of an award. Applications without a DUNS number are incomplete. A DUNS number is a unique nine-digit sequence recognized as the universal standard for identifying and keeping track of entities receiving federal funds. The identifier is used for tracking purposes and to validate address and point of contact information for federal assistance applicants, recipients, and subrecipients. The DUNS number will be used throughout the grant life cycle. Obtaining a DUNS number is a free, simple, one-time activity. Obtain one by calling 1–866–705–5711 or by applying online at <http://www.dunandbradstreet.com>. Individuals are exempt from this requirement.

Central Contractor Registration (CCR) is required: In addition to the DUNS number requirement, OJP requires that all applicants (other than individuals) for federal financial assistance maintain current registrations in the Central Contractor Registration (CCR) database. The CCR database is the repository for standard information about federal financial assistance applicants, recipients, and subrecipients. Organizations that have previously submitted applications via Grants.gov are already registered with CCR, as it is a requirement for Grants.gov registration. Please note, however, that applicants must update or renew their CCR registration at least once per year to maintain an active status. Information about registration procedures can be accessed at www.ccr.gov.

What an Application Must Include

Application for Federal Assistance (Standard Form 424)

Program Narrative

The program narrative should not exceed 20 double-spaced pages in 12-point font with 1-inch margins and must include six separate sections: Project Abstract, Problem Statement, Project Goals and Objectives, Project Design/Implementation Plan, Organizational Capability and Project Management, and Plans for Measuring Progress and Outcomes. Each section is described below.

- **Project Abstract:** The application should include a one-page summary that describes the project’s purpose, goals, and objectives, as well as the activities that will be implemented to achieve these goals and objectives, methods, and outcomes.
- **Problem Statement:** The problem statement must describe the need for the project and provide a clear statement of how funding will support the project’s value to the victims’ field by meeting a stated goal.
- **Project Goals and Objectives:** The applicant must specify the goals and objectives of the project. The objectives should be measurable and relate directly to the issues

described in the problem statement. The goals should state the overall purpose of what is to be accomplished. The objectives should describe the steps necessary to reach the goals or how the goals will be accomplished. The application should clearly describe how funding will support the overall success of the project.

- **Project Design/Implementation Plan:** The project design and implementation plan must describe the project strategy and discuss how the strategy will address the identified problems and support the goals and objectives. The applicant's strategy or design must include a description of project phases, tasks, activities, staff responsibilities, and clear descriptions of interim deliverables and final products. It must include a time-task plan that clearly identifies objectives, major activities, and products.

The time-task plan presented in chart form will not be included as part of the 20-page narrative limitation.

The applicant must describe the strategy, tasks, and time-task plan for the planning period effort. Applicants must develop a time-task plan that clearly identifies major activities and products. This plan must include the designation of organizational responsibility, a schedule for the completion of the activities, and the submission of finished products. In preparing the time-task plan, applicants should make certain that all project activities will occur within the proposed project period. The plan also must provide for the submission of financial and progress reports. All recipients are required to submit semiannual progress reports and quarterly financial reports. Applicants should keep in mind the OVC requirement that final drafts of all publications, including videos, are to be submitted 120 days before the end of the grant period. In most instances, the draft publication will undergo an external review by subject matter experts retained by OVC to provide written comments on the publication's accuracy, relevance, and readability, and to provide suggestions to enhance the publication. In all instances, the publication will be reviewed internally by OVC and other DOJ agencies. For further guidance on the publication process, visit the OVC's Publishing Guidelines for Print and Multimedia online at <http://www.ojp.usdoj.gov/ovc/publications/infores/pubguidelines/welcome.html>.

Applications proposing development of a curriculum must include the involvement of a curriculum specialist and document clearly that individual's expertise. Curricula must adhere to OVC curriculum standards and to that end, applicants will be required to work closely with the OVC Training and Technical Assistance Center in the development of the curriculum.

- **Organizational Capability and Project Management:** Applications must include a descriptive statement about the applicant's (1) knowledge and understanding of needs of financial fraud/identity theft victims, (2) experience in the provision of victim services and advocacy, and (3) staff resources and capability to carry out all activities required by the funded project. Applicants must include a clear description of the applicant's management structure. Applications must include a description of the proposed professional staff members' unique qualifications that will enable them to fulfill their grant responsibilities. Applicants must describe how the program will be managed and include an organizational chart or information describing the roles and responsibilities of key organizational and functional components and personnel. Applicants must also include a list of personnel responsible for managing and implementing the major stages of the project. The project director must have both the substantive expertise and experience to perform crucial leadership functions and sufficient time to devote to the project to provide the needed guidance and supervision. Job descriptions should be attached.

- **Plans for Measuring Progress and Outcomes:** Evaluation is critical to ensure that each OVC project is operating as designed and achieving its goals and objectives. Accordingly, each application must provide a plan to assess the project's effectiveness and to evaluate accomplishment of project goals and objectives. Applicants should describe how they will assess performance in attaining the identified outcomes. Goals and objectives must be clearly stated, links established between program activities and objectives, and performance measures identified. Performance measures will address a mix of immediate and intermediate outcomes and, as appropriate and feasible, information on long-term impact. The evaluation plan should identify all resources that will be devoted to conducting the assessment including identification of staff members and staff time, use of outside consultants to assist with the assessment, and any other support costs associated with conducting an evaluation. Assessment information will be submitted as part of the semiannual progress report, as well as part of the final report due within 120 days of project completion.

OVC is required to report its programmatic results annually, in accordance with the Government Performance and Results Act. OVC summarizes the individual results and outcomes of all discretionary grant programs, indicating whether the programs are successfully meeting their objectives. OVC depends on its grantees to provide accurate, timely, and relevant information on grant progress and impact.

Budget Narrative Attachment Form

The applicant is required to complete the budget narrative and budget detail worksheet (see description below). The budget narrative justifies or explains each budget item and relates it to project activities. The budget narrative provides a justification for all proposed costs and should closely follow the content of the budget detail worksheet. For example, the narrative should explain how fringe benefits were calculated, how travel costs were estimated, why particular items of equipment or supplies must be purchased, and how overhead or indirect costs were calculated. The budget narrative should justify the specific items listed in the budget detail worksheet in all cost categories and demonstrate that all costs are reasonable.

Budget Detail Worksheet

The completion of this form is required in support of the budget narrative form described above. The budget detail worksheet must list the cost of each budget item and show how the costs were calculated. For example, costs for personnel should show the annual salary rate and the percentage of time devoted to the project for each employee to be paid through grant funds. The budget detail worksheet should present a complete and detailed itemization of all proposed costs. The budget detail worksheet form, which can be used as a guide to assist you in preparation of the budget detail worksheet and narrative, can be downloaded by visiting <http://www.ojp.usdoj.gov/funding/forms.htm> and clicking on Standard Forms. (Completion of this form is required).

Note: Total costs specified in the Budget Detail Worksheet must match the total amount on line 15.g of the SF 424.

When completing both the budget narrative attachment form and the budget detail worksheet, applicants must also consider the following:

1) Training: Applicants should plan to attend an annual OVC discretionary grantee meeting in Washington, D.C., and with the exception of local grantees, should include line items detailing

all estimated travel expenses associated with attending this meeting. Applicants that receive annual funding of more than \$100,000 should also budget costs to attend one Financial Management Training Seminar sponsored by Office for Justice Programs' (OJP) Office of Chief Financial Officer (OCFO), unless the grantee has previously attended this seminar. Specific information can be found at <http://www.ojp.usdoj.gov/about/offices/ocfo.htm>.

2) Program Match: An in-kind match is not required for this grant.

3) Consultant Rates: Consultant rates may not exceed the maximum of \$450/day or, if paid by the hour, \$56.25/hour for a maximum 8-hour workday per award.

4) Travel: Travel costs associated with project staff who are not directly employed by the grantee organization must be listed under the Consultant Budget category on the budget information sheet.

5) Any proposed program income (for example, registration fees for a training event or conference) must be identified. Program income should not be included on the budget detail worksheet, but reflected in a document accompanying the budget that clearly shows the income and how it will be expended in the context of the project.

6) OJP Financial Guide: All grantees are required to comply with the regulations and requirements outlined in the *OJP Financial Guide*. The *Financial Guide* includes information on allowable costs, methods of payment, audit requirements, accounting systems, and financial records. Copies are available from the Department of Justice Resource Center (1-800-421-6770) and also through the OJP Web site at <http://www.ojp.usdoj.gov/financialguide/index.htm>. This document will govern the administration of funds by all successful applicants and their contractors.

Indirect Cost Rate Agreement

Indirect costs are allowed provided the applicant has a federal approved indirect cost rate agreement.

Other Program Attachments

Remaining attachments include the following materials:

* **Résumés of key personnel** must be provided. For positions that are vacant, provide job descriptions outlining roles and responsibilities and provide the selection criteria for the proposed new positions (required).

* **Letters of support and/or memoranda of understanding (MOU)** should be provided from agencies and organizations whose support and collaboration are integral to the successful implementation of the project (if applicable).

Selection Criteria

1. **Statement of the Problem/Program Narrative (10%).** The problem statement must provide a strong rationale for the project and clearly describe how the proposed project will be of value to the victims' field by meeting a stated goal.

2. **Project Goals and Objectives (10%).** The goals and objectives must be clearly specified, measurable, and related directly to the problem statement. The goal(s) should state the overall purpose of what is to be accomplished. The objectives must describe the steps necessary to accomplish the goals.
3. **Project Design and Implementation (20%).** The program strategy/methodology must include sufficient detail so that OVC staff and other reviewers can understand what will be accomplished, how it will be accomplished, and who will accomplish it. All proposed tasks should be presented in a way that allows a reviewer to see the logical progression of tasks and to be able to relate the tasks directly to the accomplishment of the project goal(s) and objectives. The application must include a time-task plan that clearly identifies major activities and products for the duration of the project period. This plan must include the designation of organizational responsibility, a schedule for the completion of the activities, and the submission of finished products. Projected activities should be realistic and reflect the time, staff, and funding allocated to the project.
4. **Organizational Capabilities/Competencies and Project Management (30%).** Applicants must demonstrate how their resources, capabilities, and experience will enable them to achieve the goals and objectives. The applicant must document both its financial and administrative capability to undertake, manage, and complete a national-scope, federally funded project in adherence with the OJP *Financial Guide*. Such documentation must include evidence that the applicant possesses the requisite staff and expertise. Organizational capability will be assessed on the basis of (1) the applicant's described management structure and financial capability; and (2) the applicant's project management plan and documentation of the professional staff members' unique qualifications to perform their assigned tasks. Applicants must clearly establish that their experience and resources enable them to achieve the goals and objectives that they propose to accomplish with the funding. Since the grantee will work closely with the OVC monitor to establish criteria for selection of the sub-recipients and disseminate a solicitation to appropriate organizations across the country using a variety of advertising media, including written and electronic newsletters, clearinghouses, Listservs, and Web sites, it is important that this capability/competency be detailed in this section of the application.
5. **Budget (15%).** OVC staff and other reviewers will examine the identified project tasks, milestones, and assignment of staff resources within the framework of the proposed budget. The applicant must demonstrate that there is sufficient staff and time to accomplish the proposed tasks in a cost-effective manner. Applicants must show cost-effective and efficient use of grant resources, demonstrating that all grant-related expenses are necessary for project completion. Applicants must adhere to the budget detail worksheet showing calculations for all costs. Tasks and activities described in the narrative should parallel the budget. All identified costs should accurately reflect the tasks, staff time, supplies, and travel necessary to accomplish the grant-related work, if applicable. No consultant fees in excess of \$450 per day (or \$56.25 per hour) will be approved. All contracts over \$100,000 must be competed or a compelling sole source justification must be provided with the application. Travel costs for consultants must be included under the Consultants category (not under Travel). Proposed program income must be identified. **No budget should be submitted for an amount exceeding \$500,000.**

6. **Impact/Outcomes and Evaluation/Plan for Collecting Data for Performance Measures (15%).** Applicants must describe their plan for the collection of the data required for performance measures.

Review Process

OJP is committed to ensuring a standardized process for awarding grants. OVC reviews the application to make sure that the information presented is reasonable, understandable, measurable, and achievable, as well as consistent with program or legislative requirements as stated in the solicitation.

Peer reviewers will be reviewing the applications submitted under this solicitation as well. OVC 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 OCFO, in consultation with OVC, conducts a financial review of all potential discretionary awards and cooperative agreements to evaluate the fiscal integrity and financial capability of applicants; examines proposed costs to determine if the budget and budget narrative accurately explain project costs; and determines whether costs are reasonable, necessary, and allowable under applicable Federal cost principles and agency regulations. OCFO also reviews the award document and verifies the OJP Vendor Number.

Absent explicit statutory authorization or written delegation of authority to the contrary, all final grant award decisions will be made by the Assistant Attorney General, who may also give consideration to factors including, but not limited to, underserved populations, strategic priorities, past performance, and available funding when making awards.

Additional Requirements

Successful applicants selected for award must agree to comply with additional applicable requirements prior to receiving grant funding. We strongly encourage you to review the list below pertaining to these additional requirements prior to submitting your application. Additional information for each can be found at http://www.ojp.usdoj.gov/funding/other_requirements.htm.

- Civil Rights Compliance
- Funding to Faith-Based Organizations
- Confidentiality and Human Subjects Protection
- Anti-Lobbying Act

- Financial and Government Audit Requirements
- National Environmental Policy Act (NEPA) Compliance
- DOJ Information Technology Standards
- Single Point of Contact Review
- Non-Supplanting of State and Local Funds
- Criminal Penalty for False Statements
- Compliance with Office of the 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