

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



The [U.S. Department of Justice, Office of Justice Programs](#)' (OJP) [Bureau of Justice Assistance](#) (BJA) is pleased to announce that it is seeking applications for funding under the Recovery Act Edward Byrne Memorial Competitive Grant Program.

On February 17, 2009, President Obama signed into law the landmark American Recovery and Reinvestment Act of 2009 (the "Recovery Act"). As one of its many elements, the Recovery Act provides the U.S. Department of Justice (DOJ) with funding for grants to assist state, local, and tribal law enforcement (including support for hiring), to combat violence against women, to fight internet crimes against children, to improve the functioning of the criminal justice system, to assist victims of crime, and to support youth mentoring. DOJ is committed to working with our national, state, local and tribal partners to ensure this funding invests in the American workforce.

Specifically, under this solicitation, BJA will assist state, local, and tribal jurisdictions in improving the criminal justice system, providing assistance to victims of crime (other than compensation) and supporting communities in preventing drug abuse and crime. Note: In addition to the purposes cited above, the Recovery Act authorizes Byrne Competitive grant funding for "youth mentoring grants." Applications for this aspect of the program are being solicited separately by OJP.

Recovery Act: Edward Byrne Memorial Competitive Grant Program 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 entities, and units of local government that support initiatives to improve the functioning of the criminal justice system and provide assistance to victims of crime (other than compensation).

(See "Eligibility," page 2)

Deadline

Registration with OJP's Grants Management System (GMS) is required prior to application submission.

Applicants must obtain a DUNS number from Dun and Bradstreet prior to application submission. Applicants must register with the Central Contractor Registration (CCR) database.

(See "Deadline: Registration," page 2)

All applications are due by **8:00 p.m. Eastern Time on April 27, 2009.**

(See "Deadline: Applications," page 2)

Important Note to Prospective Applicants

This solicitation is issued pursuant to the American Recovery and Reinvestment Act of 2009 (Public Law 111-5), which was signed into law by President Obama on February 17, 2009. As of the date this solicitation is issued, government-wide guidance is still forthcoming on various aspects of the Act.

Applicants are strongly advised to check the appropriate web site and [Hwww.ojp.usdoj.gov/recovery/solicitationrequirements.htm](http://www.ojp.usdoj.gov/recovery/solicitationrequirements.htm) periodically (including before submitting an application) for updates to this solicitation and its associated requirements. Additional information may become available that could affect project proposal narratives, timelines, budget requests, certifications, and other matters related to applications.

Award recipients will be required to follow any applicable provisions of government-wide guidance that may be issued pursuant to the Recovery Act.

Contact Information

For assistance with the requirements of this solicitation, contact BJA toll-free at 1-866-859-2687, or send an email Byrne.Discretionary@usdoj.gov. This e-mail account will be checked hourly. A response will be provided within one business day. You may also contact the following BJA staff directly based on the category for which you are applying (e-mail is the preferred method for questions on this solicitation):

Category I: Comprehensive Community-Based Data-Driven Approaches to Preventing and Reducing Violent Crime

James Chavis

202-307-0688

James.Chavis@usdoj.gov

Category II: Providing for Funding of Neighborhood Probation and Parole Officers

Gary Dennis

202-305-9059

Gary.Dennis@usdoj.gov

Category III: Reducing Mortgage Fraud and Crime Related to Vacant Properties

Paul Steiner

202-616-3630

Paul.Steiner@usdoj.gov

Category IV: Hiring of Civilian Staff in Law Enforcement and Public Safety-Related Agencies

Steve Edwards

202-307-0500

Steven.Edwards@usdoj.gov

Category V: Enhancing Forensic and Crime Scene Investigations.

Thurston Bryant

202-514-8082

Thurston.Bryant@usdoj.gov

Category VI: Improving Resources and Services for Victims of Crime

Laura Ivkovich

202-616-3576

Laura.Ivkovich@usdoj.gov

Category VII: Supporting Problem-Solving Courts

Preeti Menon

202-353-3511

Preeti.Menon@usdoj.gov

Category VIII: National Training and Technical Assistance Partnerships

Deborah Meader

202-305-2601

Deborah.Meader@usdoj.gov

This application must be submitted through *OJP's Grants Management System (GMS)*. For technical assistance relating to the online application system, 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. For step-by-step *GMS* guidance, please utilize OJP's online Grants Management System training tool: www.ojp.usdoj.gov/gmscbt/.

Release date: March 19, 2009

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Recovery Act: Edward Byrne Memorial Competitive Grant Program CDFA #16.808

Overview of the Edward Byrne Memorial Competitive Grant Program

This grant program is authorized by the American Recovery and Reinvestment Act of 2009 (Public Law 111-5) (the "Recovery Act").

The stated purposes of the Recovery Act are: to preserve and create jobs and promote economic recovery; to assist those most impacted by the recession; to provide investments needed to increase economic efficiency by spurring technological advances in science and health; to invest in transportation, environmental protection, and other infrastructure that will provide long-term economic benefits; and to stabilize state and local government budgets, in order to minimize and avoid reductions in essential services and counterproductive state and local tax increases.

The Recovery Act places great emphasis on accountability and transparency in the use of taxpayer dollars. Among other things, it creates a new Recovery Accountability and Transparency Board and a new web site – Recovery.gov – to provide information to the public, including access to detailed information on grants and contracts made with Recovery Act funds.

The Office of Justice Programs' (OJP) Bureau of Justice Assistance (BJA), through the Recovery Act Edward Byrne Memorial Competitive Grant Program (Byrne Competitive Program), will help communities improve the capacity of state and local justice systems and provide for national support efforts including training and technical assistance programs strategically targeted to address local needs. This competitive grant announcement focuses on initiatives in eight areas: 1) preventing and reducing violent crime through community-based data-driven approaches; 2) providing funding for neighborhood-based probation and parole officers; 3) reducing mortgage fraud and crime related to vacant properties; 4) hiring of civilian support personnel in law enforcement (training staff, analysts, dispatchers, etc.); 5) enhancing forensic and crime scene investigations; 6) improving resources and services for victims of crime; 7) supporting problem-solving courts; and 8) national training and technical assistance partnerships.

Grant recipients will participate in an evaluation of programs supported through this solicitation. The National Institute of Justice will manage these evaluation activities through the selection of evaluators, who will work directly with grant recipients. Each applicant must certify their willingness and capacity to participate in an evaluation, including offering full cooperation to the evaluator, and to provide access and data.

Note: Absent explicit statutory authorization or written delegation of authority to the contrary, all final grant award decisions will be made by the OJP 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.

Deadline: Registration

Registering with OJP's Grants Management System (GMS)

Applications must be submitted through OJP's online Grants Management System (GMS). To access the system, go to <https://grants.ojp.usdoj.gov>. Applicants should begin the process immediately to meet the GMS registration deadline, especially if this is the first time they have used the system. Each application requires a separate GMS registration. The registration process for organizations includes: (1) Obtaining a Data Universal Numbering System (DUNS) number; (2) Registering your organization with the Central Contractor Registration (CCR) database; and (3) Registering with GMS prior to applying.

The deadline to register is **8:00 p.m. Eastern Time on April 27, 2009**.

A DUNS number is required. All applicants under this solicitation must include a DUNS (Data Universal Numbering System) number in their application. 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://fedgov.dnb.com/webform/displayHomePage.do>.

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.

Deadline: Applications

The due date for applying for funding under this announcement is **8:00 p.m. Eastern Time on April 27, 2009**.

Eligibility

Applications are solicited from national, regional, state, and 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 to improve the functioning of the criminal justice system, provide assistance to victims of crime (other than compensation). For-profit organizations must agree to waive any profit or fees for services.

Additional Requirements Related to the Recovery Act (including certification requirements):

Reporting on the Use of Funds. In order to be eligible to receive funds under this solicitation, applicants must certify that they will satisfy the reporting requirements of section 1512(c) of the Recovery Act, which requires detailed reporting (including reporting on subawards) not later than **ten calendar days after the end of each calendar quarter**. Detailed information on section 1512(c) appears below, under “Accountability and Transparency under the Recovery Act.” A template for the certification is included in the appendix. Applicants may expect that a standard form and/or standard reporting mechanism will be made available at a future date.

Funding Distribution and Appropriate Use of Funds. Section 1607 of the Recovery Act requires either a certification by the Governor or a concurrent resolution of the state legislature concerning funds distribution and assurance of appropriate use of funds. States may not receive funds under this Recovery Act solicitation unless section 1607 is satisfied. (Refer to the OJP Recovery Act Additional Requirements web page at www.ojp.usdoj.gov/recovery/solicitationrequirements.htm for the text of section 1607.)

Certification regarding Infrastructure Investments. Pursuant to section 1511 of the Recovery Act, a state or local government (including a federally-recognized Indian tribal government) may not receive funds for an infrastructure investment (for example, construction or major renovation of a correctional facility) unless the Governor, mayor, or other chief executive, as appropriate, certifies that the infrastructure investment has received the full vetting required by law and that the chief executive accepts responsibility that the infrastructure is an appropriate use of taxpayer dollars. The certification must include a description of the infrastructure investment, the estimated total cost, and the amount of Recovery Act funds to be used, and must be posted on a web site that is linked to Recovery.gov. (Refer to the OJP Recovery Act Additional Requirements web page at www.ojp.usdoj.gov/recovery/solicitationrequirements.htm for the text of section 1511.)

Consistent with section 1511, **all** applicants under this solicitation must complete a “General Certification as to Requirements for Receipt of Funds for Infrastructure Investments,” a template for which is included in the appendix. Recipients that are awarded funds for one or more infrastructure investment projects must also submit and post a certification that satisfies section 1511 as to each such specific project prior to obligating, expending, or drawing down funds for such a project. Applicants or recipients that intend to prepare a section 1511 certification should consult the OJP Recovery Act Additional Requirements web page at www.ojp.usdoj.gov/recovery/solicitationrequirements.htm. If a standard form becomes available, OJP will include a notice in the appropriate section of the web page.

Faith-Based and Other Community Organizations: Consistent with Executive Order 13279, dated December 12, 2002, and 28 C.F.R. Part 38, 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., remove 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 see the section titled, "Funding to Faith-Based Organizations" on the "Other Requirements for OJP Applications" web page at www.ojp.usdoj.gov/funding/other_requirements.htm.

Applicants are also encouraged to review the "Civil Rights Compliance" section on the "Other Requirements for OJP Applications" web page, which can be found at the web address shown above.

American Indian Tribes and Alaska Native Tribes and/or Tribal Organizations: If a grant application is being submitted on behalf of a tribe or tribal organization, a current authorizing resolution of the governing body of the tribal entity or other enactment of the tribal council or comparable government entity authorizing the inclusion of the tribe or tribal organization named in the application must be included with the application.

Byrne Competitive 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. Applicants also should anticipate that awards under the Recovery Act will be one-time awards and accordingly should propose project activities and deliverables that can be accomplished without additional DOJ funding.

The Byrne Competitive Program, administered by BJA, helps improve criminal justice systems, provides assistance to victims of crime (other than compensation), and provides programs and efforts such as training and technical assistance to strategically address the needs of state and local justice systems and communities. Priority will be given to applications that demonstrate the use of evidence-based practices and/or data-driven strategies.

Evidence-based program and/or practice is defined as: Programs and practices that have been shown, through rigorous evaluation and replication, to be effective at accomplishing goals and achieving criminal justice-related priorities (e.g., preventing or reducing crime, disrupting criminal activity, reducing victimization, etc.). Where sufficient evidence is not available for a program or practice to be recognized as "evidenced-based," the applicant should use the research literature and a clear, well-articulated theory or conceptual framework to develop their program or practice.

Data-driven strategies are defined as: Criminal justice interventions that are informed by analyses of the factors believed to be generating the particular crime problem in a community,

and that link the crime problem to evidence-based practice. The goal is to use the problem analysis to produce highly focused interventions on the people, places, and contexts generating the specific crime problem.

See the [Frequently Asked Questions \(FAQs\)](#) for further information on the solicitation, priority selection criteria, and application requirements.

Award Categories

Applicants may submit their proposal under any one of the following eight categories. Should a proposal span multiple categories, identify one category which best describes the project. Applicants should not submit duplicate proposals to multiple categories. An applicant may submit more than one proposal as long as the applications are different.

CATEGORY I: COMPREHENSIVE COMMUNITY-BASED DATA-DRIVEN APPROACHES TO PREVENTING AND REDUCING VIOLENT CRIME.

Comprehensive, community-based data-driven approaches are required to reduce violent crime. Initiatives in this area may include replication and expansion of promising models such as the Drug Market Intervention (DMI/High Point, NC Initiative), the Chicago Violence Prevention Initiative or “Chicago Ceasefire,” Weed and Seed, and the Project Safe Neighborhoods model). If replicating or expanding an existing model, applicants must specify which model is being used and how it constitutes replication or expansion. Initiatives may include one or more of the following: outreach to youth, community policing, community courts, involvement of probation officers, engagement of the community, enlistment of community or faith-based organizations, gang training, projects that examine and enhance investigative strategies, and projects that address community engagement. Close coordination with federal agencies, including local U.S. Attorney’s Offices, is strongly encouraged for applicants under this category. See the [FAQs](#) for more information on programs available for replication and where to get additional details on each.

Hiring and retention of staff for project implementation, to include law enforcement officers, analysts, and community workers to reduce violent crime, including gang and gun violence is allowable and encouraged within this category.

CATEGORY II: PROVIDING FOR FUNDING OF NEIGHBORHOOD PROBATION AND PAROLE OFFICERS.

Community corrections professionals play a key role in both aiding prisoner reentry and preventing crime by monitoring and engaging adult and juvenile offenders in effective case management and offender supervision. Probation, parole, and community corrections officers help jurisdictions “manage down” the incarceration costs by allowing them to release non-violent offenders earlier into the community, thus helping relieve the burden on stretched state and local budgets.

Applications are solicited under Category II to increase the number of neighborhood-based probation, parole, and community corrections officers. Initiatives should demonstrate how officers will play a key role in both aiding prisoner reentry and in preventing crime.

CATEGORY III: REDUCING MORTGAGE FRAUD AND CRIME RELATED TO VACANT PROPERTIES.

Addressing the crime of mortgage fraud is an important element in protecting the public during this economic downturn. It is becoming more apparent that mortgage fraud is a significant factor in the rapid increase in foreclosures. Some of the major vulnerabilities enabling criminals to

perpetrate mortgage fraud are: 1) the one-to-two month delay in state systems for recording liens on real estate, which allows criminals to sell a property multiple times to multiple straw buyers, or take out multiple home equity loans before any of the liens are recorded by the state; 2) ineffective policies, procedures, and document security allow filing of fraudulent deeds, which gives criminals the opportunity to acquire equity loans for real property or to sell property to which they have no legal title; and 3) the inadequacy of information sharing on licensing and sanctioning of practitioners in real estate, housing, and mortgage professions is an impediment to deterring repeat offenders.

Applications are solicited under Category III to increase the number of state and local investigators, prosecutors, and crime prevention practitioners, and to support innovative efforts such as regional mortgage fraud task forces that give states and localities additional tools to address mortgage fraud. Initiatives may increase the personnel who investigate and prosecute mortgage fraud; and/or hire a training expert or a mortgage fraud subject-matter expert to assist with training of their mortgage fraud task force; for example, training on mortgage fraud technology, including software and information sharing. As part of their mortgage fraud initiative, applicants may also include the prevention and/or reduction of crime in connection with vacant properties, including crimes that occur on or around vacant and abandoned properties. Examples include, supporting regional task force activities to raise citizen awareness, reduce scams and fraud, and forge law enforcement-community partnerships, as well as private entities, to revitalize and increase safety in neighborhoods experiencing high rates of problem vacant properties. Close coordination with federal agencies, including local Federal Bureau of Investigation and U.S. Attorney's Offices, is required for applicants under this category.

Priority will be given to applicants addressing mortgage fraud or vacant properties in the top 15 states with the highest level of mortgage fraud activity. The 15 states are listed in the [FAQs](#).

CATEGORY IV: HIRING OF CIVILIAN STAFF IN LAW ENFORCEMENT AGENCIES.

Law enforcement agencies must prioritize competing demands for services and resources every day. Law enforcement agencies may use civilian crime and intelligence analysts, dispatchers, and training staff to augment their workforce. Effective use of local, regional, and national data should inform the agency approach to address the range of criminal activity and the deployment of resources.

Applications solicited under Category IV are to hire civilian staff in law enforcement agencies. Personnel in this category include but are not limited to civilian crime and intelligence analysts, dispatchers, and training staff to support sworn law enforcement with the goal of making sworn law enforcement more available on the street in an effort to reduce and prevent crime. Personnel in this category may not be used for administrative or clerical support. The applicant agency should clearly document how personnel will be used within law enforcement operations and define expected outcomes of the implementation.

CATEGORY V: ENHANCING FORENSIC AND CRIME SCENE INVESTIGATIONS.

Science continues to provide advancements in the field of forensics and crime scene investigations that may serve to enhance the criminal justice system. Developing and enhancing the capacity of state and local forensic lab analysts, crime scene specialists, and law enforcement personnel (such as detectives and officers) is critical to the realization of the potential offered by the science.

Applications are solicited under Category V from 1) state and local criminal justice agencies to hire sworn and non-sworn crime scene investigators and computer forensic analysts and 2)

existing and accredited public laboratories for hiring and retaining more DNA and other forensic evidence analysts. These staff resources will be devoted to pursuing cases requiring investigative and forensics expertise such as violent crime cases or child exploitation cases. Applicant agencies may also consider hiring crime laboratory evidence coordinators to manage the flow of evidentiary information among laboratories, law enforcement, and prosecutors.

CATEGORY VI: IMPROVING RESOURCES AND SERVICES FOR VICTIMS OF CRIME.

The participation of victims of crime in criminal justice processes is necessary and improves the operation and effectiveness of the criminal justice system. Victims of crime often need to feel safe, be given and understand their rights, express their emotions, and know what comes next in the process. The enforcement of victims' rights allows the victim to be better protected in the future, as well as to serve as a resource to inform and improve the criminal justice system.

Applications are solicited under Category VI to develop new and enhance existing resources/services (other than compensation) available to all crime victims and their families especially in underserved populations. Areas of consideration should include all types of crimes such as criminal fraud/identity theft, hate crimes, domestic violence, and physical and sexual child abuse and exploitation. A range of resources and direct services for victims in this category may include assistance to victims through staffing domestic violence shelters, advocacy centers, hotlines, peer support, etc.

CATEGORY VII: SUPPORTING PROBLEM-SOLVING COURTS.

Initiatives that use BJA's problem-solving court and community prosecution models support the collaboration between the criminal justice system and the local communities to enhance public safety. To be effective, judges, prosecutors, defense counsel, court managers, pretrial services staff, and others must work collectively to address a community's local crime problem. Such work includes addressing issues, faced by defendants that often fuel crime (such as drug addition, mental illness, prostitution, and domestic violence).

Applications are solicited under Category VII for state or local courts systems to implement or enhance a problem-solving court such as a community court, to include hiring of personnel. The goal of this initiative is to reduce the conflicts, gaps, and inconsistencies that can be created by inefficient court operations and multiple problem-solving courts operating within a jurisdiction. Essential elements of the program are: 1) engaging the community in defining the issues to be addressed and building strong links to citizens, schools, and community groups; 2) establishing pretrial screening, assessment, pre-adjudication diversion, and close supervision of offenders; and 3) establishing effective links between criminal justice system and community social service organizations that lead to diverse sentencing options and access to appropriate community resources.

BJA is also soliciting applications from local jurisdictions to implement or enhance community prosecution in their jurisdictions, including hiring of local, neighborhood-based prosecutors in order to support innovative problem-solving strategies. The goal of the initiative is to strengthen links between the criminal justice system and the community, to promote partnerships among local agencies, and to encourage the development of problem-solving strategies for prosecution and crime prevention. Applicants must use BJA's key principles of Community Prosecution in their program design. For more information on these principles and problem solving in general, visit the [FAQs](#) for this solicitation.

CATEGORY VIII: National Training and Technical Assistance Partnerships.

BJA is soliciting for a national organization to work collaboratively with the State Administering Agencies (SAAs) to assist states in developing their state-wide plans to include the proper use of the Byrne Justice Assistance Grant (JAG) Program funds and other funds. The national organization will also assist states in the use of evidence-based practices and data-driven strategies. As a product of this initiative, the national organization will develop a case study to include lessons learned and promising practices. Applications may not exceed \$1 million.

BJA also is soliciting applications from multiple national partner organizations to provide training, technical assistance, public awareness, and outreach strategies. Each national partner organization must demonstrate a specialized capacity to provide training and technical assistance in one of the following areas: 1) implementation of community-based, data-driven approaches to reducing and preventing violent crime; 2) implementation of evidence-based practices in support of neighborhood-based probation and parole; 3) implementation of data-driven strategies to support the use of civilian personnel to include crime and intelligence analysts, dispatchers, and law enforcement training staff; 4) enhancing the skills of crime scene investigators, law enforcement detectives, law enforcement officers, forensic analysts, and prosecutors to improve case investigations; 5) implementation of evidence-based practices in support of reducing mortgage fraud and crime related to vacant properties; 6) implementation or enhancement of problem-solving courts through the use of evidence-based practices; and 7) implementation or enhancement of community prosecution approaches through the use of evidence-based practices, to include the cross-disciplinary training of prosecutors, defense attorneys, court staff, case managers, community corrections staff, and other agencies that supervise defendants. In addition, applications are solicited to provide public awareness and outreach strategies to support the above areas.

Applicants must demonstrate the ability to develop content and support nationwide delivery of BJA trainings using a variety of training delivery mechanisms such as on-line trainings and other electronic or distance learning formats, including podcasts, webinars, etc. Applicants must demonstrate the ability to support, refine and reproduce curriculum; recruit and train subject matter-appropriate trainers; schedule and organize training venues; market trainings and recruit participants; and administer and oversee implementation of the trainings. Applicants must also demonstrate the ability to provide technical assistance support through problem-solving program guidance such as project assessments and proven implementation strategies.

Amount and Length of Awards

The amount will be determined by what is available under this Recovery Act Byrne Competitive Grant Program solicitation. The project period for awards under this program is up to 24 months. The project start date should be on or after July 31, 2009. No funding beyond the 24-month project period should be anticipated.

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. For FY 2009, the total cash compensation cannot exceed \$194,700 (\$177,000 [current maximum SES salary] plus [\$177,000 times 10 percent]). (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. The justification should include: 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.

Non-Supplanting: For purposes of this Recovery Act solicitation, the general non-supplanting requirement of the OJP Financial Guide ([Part II, Chapter 3](#)) does not apply.

Recovery Act: Buy American

All applicants that propose to use grant funds to construct, alter, maintain, or repair a public building or public work should be aware that the Recovery Act (in section 1605) contains a "Buy American" provision that applies to iron, steel, and manufactured goods, subject to certain exceptions. The provision is to be applied in a manner consistent with United States obligations under international agreements. Government-wide guidance on this provision is not yet available, but is expected. For the text of section 1605, please refer to the "OJP Recovery Act Additional Requirements" web page at www.ojp.usdoj.gov/recovery/solicitationrequirements.htm.

Recovery Act: Wage Rate Requirements

All applicants should be aware that the Recovery Act contains a provision on wage rate requirements that concerns projects funded or assisted by Recovery Act funds that employ laborers and mechanics. See section 1606 of the Recovery Act, the text of which appears on the "OJP Recovery Act Additional Requirements" web page at www.ojp.usdoj.gov/recovery/solicitationrequirements.htm. Government-wide guidance on this provision is not yet available, but is expected.

Recovery Act: Preference for Quick-Start Activities

Pursuant to section 1602 of the Recovery Act, recipient of funds under this solicitation for infrastructure investment are to give preference to activities that can be started and completed expeditiously, and also are expected to use grant funds in a manner that maximizes job creation and economic benefit. For the details of this requirement, please refer to the text of section 1602, which appears on the "OJP's Recovery Act Additional Requirements" web page at www.ojp.usdoj.gov/recovery/solicitationrequirements.htm.

Recovery Act: Contracts

Generally speaking, the Recovery Act places special emphasis on the use of fixed-price contracts awarded through competitive procedures. As information becomes available, OJP will provide guidance to applicants as to what, if any, particular procurement requirements or procedures may apply to contracts awarded with Recovery Act grant funds, apart from those that appear in 28 C.F.R. Part 66 and 28 C.F.R. Part 70.

Recovery Act: Limit on Funds

The Recovery Act specifically provides that funds may not be used by any state or local government, or any private entity, for any casino or other gambling establishment, aquarium, zoo, golf course, or swimming pool.

Recovery Act: Use of Funds in Conjunction with Funds from Other Sources.

Recovery Act funds may be used in conjunction with other funding as necessary to complete projects, but tracking and reporting of Recovery Act funds must be separate, to meet the reporting and other requirements of the Recovery Act and other applicable law. There can be no commingling of funds. (See “Accountability and Transparency under the Recovery Act,” below.)

Accountability and Transparency under the Recovery Act

Separate Tracking and Reporting of Recovery Act Funds and Outcomes

Consistent with the special purposes and goals of the Recovery Act, and its strong emphasis on accountability and transparency, it is essential that all funds from a Recovery Act grant be tracked, accounted for, and reported on separately from all other funds (including DOJ grant funds from non-Recovery Act grants awarded for the same or similar purposes or programs). Recipients must also be prepared to track and report on the specific outcomes and benefits attributable to use of Recovery Act funds.

The accounting systems of all recipients and subrecipients must ensure that funds from any award under this Recovery Act solicitation are not commingled with funds from any other source.

Misuse of grant funds may result in a range of penalties, including suspension of current and future funds, suspension or debarment from federal grants, recoupment of monies provided under a grant, and civil and/or criminal penalties.

Quarterly Financial and Programmatic Reporting

Consistent with the Recovery Act emphasis on accountability and transparency, reporting requirements under Recovery Act grant programs will differ from and expand upon OJP’s standard reporting requirements for grants. In particular, section 1512(c) of the Recovery Act sets out detailed requirements for quarterly reports that must be submitted within 10 days of the end of each calendar quarter. Receipt of funds will be contingent on meeting the Recovery Act reporting requirements.

Under this Recovery Act program, quarterly financial and programmatic reporting will be required, and will be **due within 10 calendar days after the end of each calendar quarter**, starting July 10, 2009.

Programmatic and Financial Reporting Periods	Due Dates
October- December	January 10
January- March	April 10
April-June	July 10
July-September	October 10

The information from grantee reports will be posted on a public website. To the extent that grant funds are available to pay a grantee’s administrative expenses, those funds may be used to assist the grantee in meeting the accelerated time-frame and extensive reporting requirements of the Recovery Act.

Recovery Act grant recipients may expect that the information posted by OJP will identify grantees that are delinquent in their reporting. In addition, in keeping with standard OJP practice, grant recipients who do not submit required reports by the due date will not be

permitted to draw down funds thereafter, during the pendency of the delinquency, and may be subject to other appropriate actions by OJP, including, but not limited to, restrictions on eligibility for future OJP awards, restrictions on draw-down on other OJP awards, and suspension or termination of the Recovery Act award.

Funding recipients may expect that a standard form and/or reporting mechanism may be available. Additional instructions and guidance regarding the required reporting will be provided as they become available. For planning purposes, however, all applicants should be aware that the Recovery Act section 1512(c) provides as follows:

Recipient Reports: Not later than 10 days after the end of each calendar quarter, each recipient that received recovery funds from a Federal agency shall submit a report to that agency that contains—

- (1) the total amount of recovery funds received from that agency;
- (2) the amount of recovery funds received that were expended or obligated to projects or activities; and
- (3) a detailed list of all projects or activities for which recovery funds were expended or obligated, including--
 - (A) the name of the project or activity;
 - (B) a description of the project or activity;
 - (C) an evaluation of the completion status of the project or activity;
 - (D) an estimate of the number of jobs created and the number of jobs retained by the project or activity; and
 - (E) for infrastructure investments made by state and local governments, the purpose, total cost, and rationale of the agency for funding the infrastructure investment with funds made available under this Act, and name of the person to contact at the agency if there are concerns with the infrastructure investment.
- (4) Detailed information on any subcontracts or subgrants awarded by the recipient to include the data elements required to comply with the Federal Funding Accountability and Transparency Act of 2006 (Public Law 109-282), allowing aggregate reporting on awards below \$25,000 or to individuals, as prescribed by the Director of the Office of Management and Budget.

Subawards under Recovery Act Grants

Reporting: DUNS and CCR. As indicated above, quarterly reporting requirements for Recovery Act awards include reporting with respect to subawards. In order to facilitate that reporting, award recipients must work with their first-tier subawardees (if any) to ensure that, no later than the due date of the award recipient's first quarterly report after a subaward is made, the subawardee has a DUNS numbers and is registered with the Central Contractor Registration (CCR) database. See "Deadline: Registration," above, for more information on CCR and DUNS numbers.

Monitoring of subawards. All applicants should bear in mind that any recipient of an award under this solicitation will be responsible for monitoring of subawards under the grant in accordance with all applicable statutes, regulations, OMB circulars, and guidelines, including the OJP Financial Guide. Primary recipients will be responsible for oversight of subawardee spending and monitoring of specific outcomes and benefits attributable to use of Recovery Act funds.

Reporting Fraud, Waste, Error, and Abuse

Each grantee or subgrantee awarded funds made available under the Recovery Act is to promptly refer to an appropriate inspector general any credible evidence that a principal, employee, agent, contractor, subgrantee, subcontractor, or other person has submitted false claim under the False Claims Act or has committed a criminal or civil violation of laws pertaining to fraud, conflict of interest, bribery, gratuity, or similar misconduct involving Recovery Act funds.

You may report potential fraud, waste, abuse, or misconduct to the U.S. Department of Justice, Office of the Inspector General (OIG) by—

mail: Office of the Inspector General
 U.S. Department of Justice
 Investigations Division
 950 Pennsylvania Avenue, N.W.
 Room 4706
 Washington, DC 20530

e-mail: oig.hotline@usdoj.gov

hotline: (contact information in English and Spanish): (800) 869-4499

or hotline fax: (202) 616-9881

Additional information is available from the DOJ OIG web site at www.usdoj.gov/oig/.

The Recovery Act provides certain protections against reprisals for employees of non-Federal employers who disclose information reasonably believed to be evidence of gross management, gross waste, substantial and specific danger to public health or safety, abuse of authority, or violations of law related to contracts or grants using Recovery Act funds. For additional information, refer to section 1553 of the Recovery Act.

Performance Measures

To assist in fulfilling the accountability objectives of the Recovery Act, as well as the Department's responsibilities under the Government Performance and Results Act of 1993 (GPRA), Public Law 103-62, applicants who receive funding under this solicitation must provide data that measure the results of their work. In addition, applicants must discuss their data collection methods in the application. Applicants must address all the Recovery Act performance measures. Also, applicants must address all the performance measures that are applicable to the category of funding for which they are applying. Performance measures for this solicitation are as follows:

OBJECTIVE	PERFORMANCE MEASURES	DATA THE GRANTEE PROVIDES FOR 3-MONTH REPORTING PERIOD	DESCRIPTION (PLAIN LANGUAGE EXPLANATION OF WHAT EXACTLY IS BEING PROVIDED)
Categories I-VIII Recovery Act: Preserving jobs	Number of jobs retained (by type) due to Recovery Act funding.	How many jobs (by type) were prevented from being eliminated with the Recovery Act funding during this reporting period?	An unduplicated number of jobs that would have been eliminated if not for the Recovery Act funding during the three-month quarter. Report this data for each position only once during the grant. A job can include

		How many jobs (by type) were eliminated within the last 12 months and subsequently reinstated with Recovery Act funding?	full time, part time, contractual, or other employment relationship. An unduplicated number of jobs that were eliminated 12 months prior to receiving Recovery Act funding. Report this data for each position only once during the grant. A job can include full time, part time, contractual or other employment relationship.
Categories I-VIII Recovery Act: Creating jobs	Number of jobs created (by type) due to Recovery Act funding.	How many jobs (by type) were created with Recovery Act funding this reporting period?	An unduplicated number of jobs created due to Recovery Act funding during the three month quarter. Report this data for each position only once during the grant. A job can include full time, part time, contractual, or other employment relationship.
Categories I-VIII Recovery Act: Promoting economic recovery	Percent of essential services maintained without disruption. Percent increase of essential services.	How many essential services were prevented from elimination due to Recovery Act funding? How many essential services does your agency provide? How many new essential services are you providing as a result of grant funding? How many essential services did your agency provide before grant funding?	Essential services are defined as services that are necessary to achieving the grantee's mission. They are mission critical.
Categories I-VIII Recovery Act: Promoting economic recovery	Number of collaborative partnerships established to avoid reductions in essential services and duplication.	How many partnerships were formed this quarter that prevented reductions in services or duplication of efforts?	Partnerships are defined as the task force activities between state, local, federal, or tribal law enforcement agencies
Category I: To facilitate justice information sharing, collaboration, and problem solving	Percent increase in database inquiries. Percent increase in the number of submissions to a database. Percentage of tips/leads referred to other agencies that result in an arrest or conviction.	The number of commonly-accessible databases for inquiries established or used during the past quarter. Number of new database inquiries in the past quarter. The number of new database submissions made in the last quarter. Number of tips/leads referred to other agencies during the current reporting period. Number of tips/leads referred to other agencies that resulted in an arrest or conviction during the current reporting period.	

<p>Category II: To enhance the capacity of community corrections</p>	<p>Percent reduction in average caseload of community correctional officers in agency.</p>	<p>Average caseload of all community corrections agency when grant begins.</p> <p>Average caseload of community corrections agency during the quarter for which the grantee is reporting.</p>	
<p>Categories I, III, VI, and VII: To enhance or implement initiatives to reduce the incidence of violent crime or improve services to victims.</p>	<p>Percentage of planned initiatives implemented.</p> <p>Percentage of individuals who completed (intended) programming.</p> <p>Cost savings as a result of new initiative implemented.</p>	<p>Number of planned initiatives implemented during the reporting period.</p> <p>Total number of initiatives planned with Byrne funding.</p> <p>Number of individuals who completed programming during the reporting period.</p> <p>Total number of individuals who provided programming during the reporting period.</p> <p>Non-grant dollars expended prior to initiative.</p> <p>Non-grant dollars expended after initiative.</p>	<p>Examples of initiatives: Byrne-funded PSN, Ceasefire, problem-solving courts, victim hot-lines, establishing mortgage fraud units. Where appropriate, multiple initiatives need to be identified. Where the scope is to accomplish one initiative, please indicate one as the initiative is implemented. Include the Byrne-funded initiatives your agency plans to implement over the entire grant period.</p> <p>Individuals are defined as those who participate in the program, those who are targeted for receiving services or those who benefit from the intervention or initiative.</p> <p>This number should include all those who participate in the program, those who are targeted for receiving services, or those who benefit from the intervention or initiative INCLUDING those who completed programming.</p> <p>The purpose of this outcome indicator is to measure program cost savings in dollars. Appropriate for categories that provide direct service and are able to realize a cost savings as a result of implementing new initiatives. Count only the non-grant dollars expended on personnel, administrative, equipment, and contractual obligations for the initiative.</p> <p>Report the non-grant dollars expended after the grant begins.</p>
<p>Categories II, IV, and V: To create or retain jobs to increase criminal justice capacity to reduce violent crime.</p>	<p>Percent of units that report increased efficiency.</p>	<p>Number of units that report increased efficiency.</p> <p>Total number of units.</p>	
<p>Category VIII: To improve the capacity of the criminal justice system through in-person training</p>	<p>Percentage of trainees who successfully completed the program.</p> <p>Percentage of trainees who</p>	<p>Number of individuals who attended each training.</p> <p>Number of individuals who completed the training.</p> <p>Number of individuals who rated the</p>	

	<p>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>training as satisfactory or better.</p> <p>Number of individuals who completed a pre- and post-test.</p> <p>Number of trainees whose post-test indicated an improved score over their pre-test.</p>	
Category VIII: To increase the knowledge of criminal justice practitioners through web-based learning	<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>Number of individuals who started the training.</p> <p>Number of individuals who completed the training.</p> <p>Number of trainees who completed the training who rated the training as satisfactory or better.</p> <p>Number of individuals who completed an evaluation at the conclusion of the training.</p> <p>Number of individuals who completed a pre- and post-test.</p>	
Category VIII: To increase the knowledge of criminal justice practitioners through distance learning using CD/DVDs	<p>Percentage of organizations that completed the survey who expressed satisfaction that the CD/DVD met their training needs.</p>	<p>Number of organizations receiving CD/DVDs.</p> <p>Number of organizations who received CD/DVDs who were surveyed.</p> <p>Number of organizations who responded to the survey.</p> <p>Number of organizations who expressed satisfaction that the CD/DVD met their training needs.</p>	
Category VIII: To increase the knowledge of criminal justice practitioners by providing training scholarships	<p>Percentage of surveyed trainees who reported that the training provided information that could be utilized in their job.</p>	<p>Number of training scholarships provided.</p> <p>Number of trainees who received scholarships who were surveyed.</p> <p>Number of trainees surveyed who responded to the survey.</p> <p>Number of surveyed trainees who reported that the training provided information that could be utilized in their job.</p>	
Category VIII: Increase a criminal justice agency's ability to solve problems and/or modify policies or	<p>Percentage of requesting agencies who rated services as satisfactory or better in terms of timeliness and quality following completion of a onsite visit.</p>	<p>Number of requesting agencies who rated services as satisfactory or better in terms of timeliness and quality following completion of a onsite visit.</p> <p>Number of requesting agencies who completed an evaluation of other onsite</p>	

<p>practices</p>	<p>Percentage of requesting agencies that were planning to implement at least some of the report recommendations six months after the onsite visit.</p> <p>Percentage of peer visitors who reported that the visit to the other agency was useful in providing information on policies or practices.</p> <p>Percentage of peer visitors that were planning to implement at least some policies or practices six months after they were observed at the visited site.</p> <p>Percentage of requesting agencies of other onsite services who rated the services provided as satisfactory or better.</p>	<p>services.</p> <p>Number of requesting agencies that were planning to implement at least some of the report recommendations six months after the onsite visit.</p> <p>Number of peer visitors who reported that the visit to the other agency was useful in providing information on policies or practices.</p> <p>Number of peer visitors that were planning to implement at least some policies or practices six months after they were observed at the visited site.</p> <p>Number of requesting agencies of other onsite services who rated the services provided as satisfactory or better.</p> <p>Number of peer-to-peer visits completed.</p> <p>Number of follow-ups with requesting agencies completed six months after onsite visit.</p> <p>Number of reports completed by peer visitors after completion of the visit.</p> <p>Number of follow-ups with the requesting peer visitor completed six months after the peer to peer visit.</p> <p>Number of other onsite services provided.</p> <p>Number of reports submitted to requesting agencies following other onsite services.</p> <p>Number of onsite visits completed.</p> <p>Number of requesting agencies who completed an evaluation of services.</p>	
<p>Category VIII: To increase information provided to BJA</p>	<p>Percentage of advisory/focus groups evaluated as satisfactory or better.</p>	<p>Number of advisory/focus groups held.</p> <p>Number of advisory/focus groups evaluated as satisfactory or better.</p>	

and the criminal justice community	Percentage of conference attendees who rated the conference as satisfactory or better.	<p>Number of conference attendees who completed an evaluation at the conclusion of the conference.</p> <p>Number of conference attendees who rated the conference as satisfactory or better.</p> <p>Number of documents produced as a result of advisory/focus groups.</p> <p>Number of documents disseminated to the field as a result of advisory/focus groups.</p> <p>Number of times the requesting agency evaluated the product of the advisory/focus group.</p> <p>Number of conferences held.</p> <p>Number of web sites developed.</p> <p>Number of web sites maintained.</p> <p>Number of publications developed.</p> <p>Number of visits to web sites.</p> <p>Number of publications disseminated.</p> <p>Number of requests for information responded to.</p>	
Category VIII: To increase the knowledge of criminal justice practitioners through the development and/or revision of training curricula	<p>Percentage of curricula that were pilot tested.</p> <p>Percentage of curricula that were revised after pilot testing.</p>	<p>Number of training curricula developed.</p> <p>Number of training curricula pilot tested.</p> <p>Number of training curricula revised after being pilot tested.</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 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. Each application requires a separate GMS registration. 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 Support Hotline at 1–888–549–9901 from 7:00 a.m. to 9:00 p.m. Eastern Time Monday to Friday.

Funding Opportunities with Multiple Categories: Some OJP solicitations posted on GMS contain categories, denoted by the individual solicitation title referencing the category area. If

you are applying to a solicitation with multiple categories, you must select the appropriate solicitation title for the intended category of your application. The application will be peer reviewed according to the requirements of the category under which it is submitted.

Note: OJP's Grant Management System (GMS) does not support Microsoft Vista or Microsoft 2007. OJP will not review any application with attachments in Microsoft Vista or Microsoft 2007 format. Applications submitted via GMS must be in the following formats: Microsoft Word (*.doc), Word Perfect (*.wpd), Microsoft Excel (*.xls), PDF files (*.pdf), or Text documents (*.txt). 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 that any Word 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."

Recovery Act CFDA Number: The Catalog of Federal Domestic Assistance (CFDA) number for this solicitation is 16.808, titled "Recovery Act: Edward Byrne Memorial Competitive Grant Program."

What an Application Must Include

Standard Form 424

Program Abstract (Attachment 1)

Applicants must provide an abstract identifying the applicant's name, title of the project, dollar amount requested, and category for which the applicant is applying (i.e., Category I: Comprehensive Community-Based Data-Driven Approaches to Preventing and Reducing Violent Crime). The abstract must include goals of the project, a description of the strategies to be used, a numerical listing of key/major deliverables, and coordination plans. Applicants must use a standard 12-point font (Times New Roman is preferred) with 1-inch margins. The abstract must not exceed 1 page. Submissions that do not adhere to the format will be deemed ineligible.

Program Narrative (Attachment 2)

Applicants must clearly indicate on the front page of the program narrative which category they are applying under. Should a proposal span multiple categories, select one category which best describes the project. The program narrative must respond to the solicitation and the Selection Criteria (1–3, 5) in the order given. 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 8 pages. Please number pages "1 of 8," "2 of 8," etc. Submissions that do not adhere to the format will be deemed ineligible.

Budget and Budget Narrative (Attachment 3)

Applicants must provide a budget that is allowable and reasonable (Selection Criteria 4). Allowable costs include, but are not limited to, personnel, overtime, equipment, and fuel. Applicants must submit a budget detail worksheet and budget narrative. A budget detail worksheet form is available on OJP's web site at www.ojp.usdoj.gov/funding/forms/budget_detail.pdf. When using this form, you must also include a budget narrative, in MS Word or PDF format, as a separate attachment. Both the budget detail worksheet and narrative explanation of costs can be provided in a single document using this acceptable MS Word Budget template, available at

www.ojp.usdoj.gov/BJA/funding/Budget_Worksheet_Narrative_Template.doc. Applicants may submit the budget and budget narrative in a different format (i.e., Excel spreadsheet), but it must contain all categories listed within the budget detail worksheet.

Applicants must budget funding to travel to up to two Department of Justice-sponsored grant meetings. Applicants should estimate the costs of travel and accommodations for two staff to attend two meetings, with one trip to Washington D.C. and one in their region.

Project Timeline and Position Descriptions (Attachment 4)

Applicants must attach a project timeline with each project goal, related objective, activity, expected completion date, and responsible person or organization. Applicants should also provide position descriptions for all positions the applicant seeks to fund under this grant and any resumes of staff already identified.

Certifications (Attachment 5)

Applicants must attach certifications required by this solicitation, as outlined on page 3. Copies of the certifications are in the Appendix.

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. Describe how activities can be started and completed expeditiously and in a manner that maximizes job creation and economic benefits.

2. Program Design and Implementation (30 percent of 100)

Describe project objectives that are linked to meaningful and measurable outcomes consistent with the goals of the Recovery Act and the like likelihood of achieving such outcomes, such as job creation and preservation. Applications that demonstrate job creation and sustainability will receive priority consideration. Describe how the project will reach the stated goals and objectives by providing a complete description of its design and proposed implementation. Discuss the significance of the program to improve the functioning of the criminal justice system. 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 4). Where applicable, describe the extent to which the proposed approach is data-driven and evidence-based, as well as the extent to which coordination (in some categories, coordination with federal agencies is required) has taken place or will take place. Applications proposing to replicate an evidence-based program should demonstrate that coordination with model-developers has taken place and plans are in place to adapt and follow the model's requirements. For more information on specific models, please see the [FAQs](#).

3. Capabilities/Competencies (25 percent of 100)

Fully describe the applicant(s) capabilities to implement the project and the competencies of the staff assigned to the project. Describe the proposed management structure and project staffing. If applicable, describe how the partners will collaborate with the applicant to implement the program successfully. Describe how the organization will track all drawdowns and grant expenditures separately from other federal funding.

4. Budget (10 percent of 100)

Provide a comprehensive budget and budget narrative that are complete, allowable, and justified based on the proposed project (as Attachment 2). Applicants are strongly encouraged to avoid unsubstantiated equipment purchases. Applicants must budget funding to travel to up to two Department of Justice-sponsored grant meetings. Applicants should estimate the costs of travel and accommodations for two staff to attend two meetings, with one trip to Washington D.C. and one in their region.

5. Impact/Outcomes, Evaluation, Sustainment, and Description of the Applicant's Plan for the Collection of the Data Required for Performance Measures (20 percent of 100)

Evaluation Certification: Applicants must certify their willingness and capacity to participate in an evaluation to be managed by the National Institute of Justice. Capacity may be demonstrated by documenting participation in prior evaluations; existence of data management systems; or program maturity and/or stability. For innovative programs, applicants should provide evidence that the program model has shown promise in being effective.

Explain how the program's effectiveness will be demonstrated. Discuss the significance of the program's impact to improve the functioning of the criminal justice system. For each performance measure selected, describe: 1) what data will be collected, 2) how it will be collected, 3) how it will be assessed/analyzed; and 4) the process for reporting the findings and outcomes, which will measure the impact of the proposed efforts. For Categories I-VII only, outline a project timeline and a strategy for sustaining the project when the federal grant ends, including a plan for sustaining personnel hired with grants funds after the funding has ended, including what innovative approaches you will use to maximize your programs impact and cost-effectiveness.

Review Process

OJP is committed to ensuring a standardized process for awarding grants. The Bureau of Justice Assistance (BJA) 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. 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 (such as timeliness, proper format, required attachments, and responsiveness to the scope of the solicitation) 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, 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 OJP 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

Successful applicants selected for awards under this Recovery Act solicitation 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 www.ojp.usdoj.gov/recovery/solicitationrequirements.htm.

- Civil Rights Compliance
- Funding to Faith-Based Organizations
- Confidentiality and Human Subjects Protection
- Anti-Lobbying Act
- Financial and Government Audit Requirements, includes Single Audit Act Requirements
- National Environmental Policy Act (NEPA)
- 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 Justice Programs [Financial Guide](#)
- Suspension or Termination of Funding
- Non-Profit Organizations
- For-Profit Organizations
- Government Performance and Results Act (GPRA)
- Rights in Intellectual Property
- Federal Funding Accountability and Transparency Act (FFATA) of 2006

- Recovery Act Reporting Requirements; Section 1512(c) of the Recovery Act
- Section 1511 of the Recovery Act: Certifications
- Section 1602 of the Recovery Act: Preference for Quick-Start Activities
- Section 1604 of the Recovery Act: Limit on Funds
- Section 1605 of the Recovery Act: Buy American
- Section 1606 of the Recovery Act: Wage Rate Requirements
- Section 1607 of the Recovery Act: Additional Funding Distribution and Assurance of Appropriate Use of Funds
- Section 1609 of the Recovery Act: Relating to National Environmental Policy Act

Appendix. Templates for Required Certifications

Instructions: Scan signed certifications and submit image files electronically as part of your application package.

U.S. DEPARTMENT OF JUSTICE
OFFICE OF JUSTICE PROGRAMS

Recovery Act – Edward Byrne Memorial Competitive Grant Program

Certification as to Recovery Act Reporting Requirements

On behalf of the applicant entity named below, I certify the following to the Office of Justice Programs, U.S. Department of Justice:

I have personally read and reviewed the section entitled "Accountability and Transparency under the Recovery Act" in the program announcement for the Recovery Act grant program identified above. I have also read and reviewed section 1512(c) of the American Recovery and Reinvestment Act of 2009 (Public Law 111-5), concerning reporting requirements for grants. I agree that the applicant will comply with the reporting requirements set forth therein with respect to any grant the applicant may receive under the Recovery Act grant program identified above.

I acknowledge that a false statement in this certification may be subject to criminal prosecution, including under 18 U.S.C. § 1001. I also acknowledge that Office of Justice Program grants, including certifications provided in connection with such grants, are subject to review by the Office of Justice Programs, and/or by the Department of Justice's Office of the Inspector General.

I have authority to make this certification on behalf of the applicant entity (that is, the entity applying directly to the Office of Justice Programs).

Signature of Certifying Official

Printed Name of Certifying Official

Title of Certifying Official

Full Name of Applicant Entity

Date

U.S. DEPARTMENT OF JUSTICE
OFFICE OF JUSTICE PROGRAMS

Recovery Act – Edward Byrne Memorial Competitive Grant Program

General Certification as to Requirements for Receipt of Funds
for Infrastructure Investments

On behalf of the applicant state or unit of local government (including tribal government) named below, I certify the following to the Office of Justice Programs (“OJP”), U.S. Department of Justice:

I have personally read and reviewed the section entitled “Eligibility” in the program announcement for the Recovery Act grant program named above. I also have personally read and reviewed section 1511 of the American Recovery and Reinvestment Act of 2009 (the “Recovery Act”), which requires a specific certification prior to receipt of Recovery Act funds for infrastructure investments.

Initial the statement that applies:

_____ The applicant identified below **does not intend to use** any portion of any funds received under this Recovery Act grant program for any infrastructure investment. Should this intention change, the applicant will promptly notify OJP, and (except to the extent, if any, that OJP has given prior written approval to expend funds to conduct the review and vetting required by law) will not draw down, obligate, or expend any funds received under this Recovery Act program for any infrastructure investment project until section 1511 of the Recovery Act has been satisfied, and an adequate project-specific certification has been executed, posted, and submitted to OJP.

_____ The applicant identified below **does intend to use** some or all of any funds received under this Recovery Act grant program for one or more infrastructure investment projects. Except to the extent, if any, that OJP has given prior written approval to expend funds to conduct the review and vetting required by law, I agree that the applicant entity will execute, post, and submit to OJP, prior to obligating, expending, or drawing down funds for such project, a project-specific certification that satisfies all of the requirements of section 1511 (including execution by the Governor, mayor, or other chief executive, as appropriate) for each such infrastructure investment project.

U.S. DEPARTMENT OF JUSTICE
OFFICE OF JUSTICE PROGRAMS

General Certification as to Requirements for Receipt of Funds
for Infrastructure Investments

I acknowledge that a false statement in this certification may be subject to criminal prosecution, including under 18 U.S.C. § 1001. I also acknowledge that Office of Justice Program grants, including certifications provided in connection with such grants, are subject to review by the Office of Justice Programs and/or by the Department of Justice's Office of the Inspector General.

I have authority to make this certification on behalf of the applicant (that is, the governmental entity applying directly to the Office of Justice Programs).

Signature of Certifying Official

Printed Name of Certifying Official

Title of Certifying Official

Full Name of Applicant Government Entity

Date