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The U.S. Department of Justice, Office of Justice Programs, National Institute of Justice is requesting applications for funding under Data Resources Program 2008: Funding for the Analysis of Existing Data. This program furthers the Department's mission by sponsoring research to provide objective, independent, evidence-based knowledge and tools to meet the challenges of crime and justice, particularly at the State and local levels.

# **Solicitation: Data Resources Program 2008: Funding for the Analysis of Existing Data**

## **Eligibility**

(See "Eligibility," page 4)

## **Deadline**

**All applications are due July 16, 2007, 11:59 p.m. eastern time.**

## **Contact Information**

For assistance with the requirements of this solicitation, contact Ronald E. Wilson, program manager at 202-305-8711 or [ronald.wilson@usdoj.gov](mailto:ronald.wilson@usdoj.gov).

This application must be submitted through Grants.gov. For technical assistance with submitting the application, call the Grants.gov Customer Support Hotline at 1-800-518-4726.

**Grants.gov Funding Opportunity No. 2007-NIJ-1599**

**SL# 000792**

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# Data Resources Program 2008: Funding for the Analysis of Existing Data

## CFDA No. 16.560

### Overview

The National Institute of Justice (NIJ) is the research, development, and evaluation agency of the U.S. Department of Justice (DOJ) and a component of the Office of Justice Programs (OJP). NIJ provides objective, independent, evidence-based knowledge and tools to enhance the administration of justice and public safety. NIJ solicits proposals to inform its search for knowledge and tools to guide policy and practice.

NIJ is requesting proposals to replicate previous findings and conduct original research extending data from the National Archive of Criminal Justice Data (NACJD). NACJD houses quantitative and qualitative data from NIJ-funded research and provides online access to downloadable, machine-readable (SPSS, SAS, or ASCII) files as well as data dictionaries, study abstracts and, in limited cases, MapInfo or ESRI geographic data. The archive is maintained by the Inter-University Consortium for Political and Social Research (ICPSR) at the University of Michigan and is supported by NIJ. Learn more by visiting the Data Resources Program Web site at:  
<http://www.ojp.usdoj.gov/nij/dataprogram.htm>.

NIJ is particularly interested in NACJD data, but will consider data from other sources. All data files resulting from Data Resources Program (DRP) grants must be added to NACJD, regardless of their source.

### Deadline: Registration

Registering with Grants.gov is a one-time process; however, if you are a first time registrant, it could take several weeks to have your registration validated and confirmed and to receive your user password. Start the registration process early to prevent delays that may cause you to miss the application deadline. You must complete these three steps before you are able to register: 1) Register with Central Contractor Registry (CCR), 2) Register yourself as an Authorized Organization Representative (AOR), and 3) Be authorized as an AOR by your organization. For more information, visit [www.grants.gov](http://www.grants.gov). **Note: Your CCR Registration must be renewed once a year. Failure to renew your CCR registration may prohibit submission of a grant application through Grants.gov.**

### Deadline: Application

The due date for applying for funding under this announcement is **July 16, 2007, 11:59 p.m. eastern time.**

## Eligibility

In general, NIJ is authorized to make grants to, or enter into contracts or cooperative agreements with, States (including territories), local governments (including federally recognized Indian tribal governments that perform law enforcement functions), nonprofit organizations, profit organizations, institutions of higher education, and certain qualified individuals. Foreign governments, foreign organizations, and foreign institutions of higher education are not eligible to apply.

**Faith-Based and Other Community Organizations:** Consistent with President George W. Bush's Executive Order 13279, dated December 12, 2002, and 28 C.F.R. Part 38, it is DOJ policy that faith-based and other community organizations that statutorily qualify as eligible applicants under DOJ programs are invited and encouraged to apply for assistance awards to fund eligible grant activities. Faith-based and other community organizations will be considered for awards on the same basis as other eligible applicants and, if they receive assistance awards, will be treated on an equal basis with all other grantees in the administration of such awards. No eligible applicant or grantee will be discriminated for or against on the basis of its religious character or affiliation, religious name, or the religious composition of its board of directors or persons working in the organization.

Faith-based organizations receiving DOJ assistance awards retain their independence and do not lose or have to modify their religious identity (e.g., removing religious symbols) to receive assistance awards. DOJ grant funds, however, may not be used to fund any inherently religious activity, such as prayer or worship. Inherently religious activity is permissible, although it cannot occur during an activity funded with DOJ grant funds; rather, such religious activity must be separate in time or place from the DOJ-funded program. Further, participation in such activity by individuals receiving services must be voluntary. Programs funded by DOJ are not permitted to discriminate in the provision of services on the basis of a beneficiary's religion.

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

## Specific Information—Data Resources Program 2008: Funding for the Analysis of Existing Data

NIJ is interested in secondary analysis to understand crime and inform criminal justice policy and practice in the United States. Research proposals should either replicate original findings or, preferably, extend research by testing new hypotheses with existing data. NIJ will give preference to research that asks compelling crime and justice questions rather than research that furthers statistical methods or technical refinement of data sets. Researchers interested in those latter categories should consider grants from the ASA/BJIS Special Data Collections and Statistical Studies Research Program.

Additional information about this program can be found at:

[http://www.amstat.org/research\\_grants/index.cfm?fuseaction=bjs](http://www.amstat.org/research_grants/index.cfm?fuseaction=bjs).

Hundreds of NIJ-sponsored datasets covering a wide range of criminal justice topics are now available at NACJD. Data collections, as well as abstracts and codebooks, are

available to download from NACJD at <http://www.icpsr.umich.edu/nacjd>. Printed copies of user guides and codebooks are available at no charge from NACJD by calling 1-800-999-0960 or 734-647-5000.

For 2007, NIJ is particularly interested in receiving applications for the analysis of crime trends within a city, metropolitan area, or region to further research that can explain why crime is more prevalent in certain parts of these places than in others. Applicants might incorporate historical and contemporaneous demographic, geographic, social, or economic changes in their analysis. These factors, for example, could be significant to understanding the structural factors that might be contributing to a prevalence of robberies in some neighborhoods in a city but not in others. A possible research project would address this question using NACJD data to explore the aforementioned factors across neighborhoods in a city to possibly jurisdictions across a region as they relate to crime trends.

**What will *not* be funded:**

- 1) Provision of training or direct service.
- 2) Proposals primarily to purchase equipment, materials, or supplies. (Your budget may include these items if they are necessary to conduct applied research, development, demonstration, evaluation, or analysis, but NIJ does not fund proposals that are primarily to purchase equipment.)
- 3) Work that will be funded under another specific solicitation.
- 4) Proposals in which the secondary analysis is not primarily based on NACJD data.

**Cost of proposed work:** NIJ anticipates that up to \$35,000 may become available for each award made through this solicitation. All NIJ awards are subject to the availability of appropriated funds and to any modifications or additional requirements that may be imposed by law. NIJ expects to make up to four awards depending on the funds available and the number of high-quality applications. If you propose a project that exceeds the amount of money that may be available for this solicitation, we recommend that you divide the project into phases, stages, or tasks so that NIJ can consider making an award for a specific portion of the work. NIJ cannot guarantee that subsequent phases, stages, or tasks will be funded. Such additional funding depends on NIJ's resources and your satisfactory completion of each phase, stage, or task. Note: Deliverables (e.g., a final report) will be required at the end of each phase, stage, or task.

A grant made by NIJ under this solicitation may account for up to 100 percent of the total cost of the project. See "Cofunding," under "What an Application Must Include."

## **Performance Measures**

To assist in fulfilling the Department's responsibilities under the Government Performance and Results Act (GPRA), P.L. 103-62, applicants who receive funding under this solicitation must provide data that measures the results of their work. Performance measures for this solicitation are as follows:

Objective	Performance Measures	Data Grantee Provides
<p>Develop and analyze information and data having clear implications for criminal justice policy and practice in the United States.</p>	<ol style="list-style-type: none"> <li>1) Relevance to the needs of the field as measured by whether the grantee’s substantive scope did not deviate from the funded proposal or any subsequent agency modifications to the scope.</li> <li>2) Quality of the research as assessed by peer reviewers.</li> <li>3) Quality of management as measured by whether significant interim project milestones were achieved, final deadlines were met, and costs remained within approved limits.</li> </ol>	<ol style="list-style-type: none"> <li>1) A final report providing a comprehensive overview of the project and a detailed description of the project design, data, and methods; a full presentation of scientific findings; and a thorough discussion of the implications of the project findings for criminal justice practice and policy.</li> <li>2) Quarterly financial reports, semi-annual progress reports, and a final progress report.</li> </ol>

## How to Apply

DOJ is participating in the e-Government initiative, one of 25 initiatives included in the President’s Management Agenda. Part of this initiative—Grants.gov—is a “one-stop storefront” that provides a unified process for all customers of Federal grants to find funding opportunities and apply for funding.

**Grants.gov Instructions:** Complete instructions can be found at [http://www.grants.gov/applicants/get\\_registered.jsp](http://www.grants.gov/applicants/get_registered.jsp). If you experience difficulties at any point during this process, please call the Grants.gov Customer Support Hotline at 1–800–518–4726.

**CFDA Number:** The Catalog of Federal Domestic Assistance (CFDA) number for this solicitation is 16.560, titled “Data Resources Program 2008: Funding for the Analysis of Existing Data,” and the Grants.gov funding opportunity number is 2007–NIJ–1599.

**A DUNS number is required:** The Office of Management and Budget requires that all businesses and nonprofit applicants for Federal funds include a DUNS (Data Universal Numeric System) number in their application for a new award or renewal of an award. Applications without a DUNS number are incomplete. A DUNS number is a unique nine-digit sequence recognized as the universal standard for identifying and keeping track of entities receiving Federal funds. The identifier is used for tracking purposes and to validate address and point of contact information. The DUNS number will be used throughout the grant life cycle. Obtaining a DUNS number is a free, simple, one-time activity. Obtain one by calling 1–866–705–5711 or by applying online at <http://www.dnb.com/us>. Individuals are exempt from this requirement.

# What an Application Must Include

## Requirements specific to this solicitation:

- 1) All applicants must include a summary (not to exceed 3 pages) that identifies and describes the data set and variables that will be used. The summary should precede the program narrative and will **not** count toward the 15-page limit. Please label this section “Summary of Data Set and Variables”.
- 2) Any applicant who is resubmitting a proposal to this solicitation must include a summary (not to exceed 3 pages) stating that the proposal is a resubmission and describing how the proposal has responded to the peer review comments made regarding the original submission. The summary should precede the program narrative and will **not** count toward the 15-page limit. Please label this section “Description of Resubmission”.
- 3) Data archiving strategy: For purposes of research replication and extension, NIJ requires recipients of research grants to submit a complete data set for archiving upon completion of the grant. The inclusion of only the final data set often prevents other researchers from replicating or extending the study because there is no original data, intermediate data, or documentation detailing how the data changed throughout the project. Proposals should include a plan summarizing how all data used throughout the project will be created, acquired, and altered throughout the research process, as well as, data preparation and documentation for archiving. This summary should also cover how the original, intermediate, and final data sets will be prepared, structured, documented, and delivered for archiving. This page should follow the dissemination strategy in the main body and will NOT count toward the 15-page limit. Please entitle this section “Data Archiving Strategy.”

## Standard Form 424

### Program Narrative

The Program Narrative includes:

- a. Abstract (not to exceed 400 words).
- b. Table of contents.
- c. Main body, which includes:
  - Purpose, goals, and objectives.
  - Review of relevant literature.
  - Research design and methods.
  - Implications for policy and practice.
  - Management plan and organization.
  - Dissemination strategy.
  - Data Archiving Strategy
- d. Appendixes (not counted against program narrative page limit) include:
  - Bibliography/References (if applicable).
  - List of key personnel (required).
  - Résumés of key personnel (required).
  - List of previous and current NIJ awards (required).

- Letters of cooperation/support or administrative agreements from organizations collaborating in the project (if applicable).
- Chart for timeline, research calendar, or milestones (required).
- Other materials required by the solicitation.

### **Budget Detail Worksheet**

Templates for filling out the Budget Detail Worksheet may be found online at [http://www.ojp.usdoj.gov/Forms/budget\\_fillable.pdf](http://www.ojp.usdoj.gov/Forms/budget_fillable.pdf), OJP Standard Forms & Instructions. If you have any questions, please contact the Office of the Comptroller's Customer Service Center at 1-800-458-0786.

### **Budget Narrative**

#### **Indirect Rate Agreement** (if applicable)

Applicants that do not have a federally negotiated indirect cost rate and wish to establish one can submit a proposal to their “cognizant” Federal agency. Generally, the cognizant federal agency is the agency that provides the preponderance of direct federal funding. This can be determined by reviewing an organization’s schedule of federal financial assistance. If DOJ is your cognizant federal agency, obtain information needed to submit an indirect cost rate proposal at <http://www.ojp.usdoj.gov/oc/indirectcosts.htm>.

#### **Other Program Attachments**

These include several forms, available on OJP’s funding page at <http://www.ojp.usdoj.gov/forms.htm>.

**Page limit:** The program narrative section of your proposal must not exceed 15 double-spaced pages in 12-point font with 1-inch margins. Tables, charts, figures, maps, appendixes, and government forms do not count toward the 15-page limit for the narrative section.

**Cofunding:** A grant made by NIJ under this solicitation may account for up to 100 percent of the total cost of the project. You must indicate whether you believe it is feasible for you to contribute cash, facilities, or services as non-Federal support for the project. Your proposal should identify generally any such contributions that you expect to make and your proposed budget should indicate in detail which items, if any, will be supported with non-Federal contributions.

## **Selection Criteria**

Successful applicants must demonstrate the following:

### **Understanding of the problem and its importance.**

Due to the nature of this grant, special emphasis should be placed on the Selection Criteria sections “Quality and technical merit” and “Impact of the proposed project”.

### **Quality and technical merit.**

1. Awareness of the state of current research or technology.
2. Soundness of methodology and analytic and technical approach.
3. Feasibility of proposed project and awareness of pitfalls.
4. Innovation and creativity (when appropriate).



**Impact of the proposed project.**

1. Potential for significant advances in scientific or technical understanding of the problem.
2. Potential for significant advances in the field.
3. Relevance for improving the policy and practice of criminal justice and related agencies and improving public safety, security, and quality of life.
4. Affordability and cost-effectiveness of proposed end products, when applicable (e.g., purchase price and maintenance costs for a new technology or cost of training to use the technology).
5. Perceived potential for commercialization and/or implementation of a new technology (when applicable).

**Capabilities, demonstrated productivity, and experience of applicants.**

1. Qualifications and experience of proposed staff.
2. Demonstrated ability of proposed staff and organization to manage the effort.
3. Adequacy of the plan to manage the project, including how various tasks are subdivided and resources are used.
4. Successful past performance on NIJ grants and contracts (when applicable).

**Budget.**

1. Total cost of the project relative to the perceived benefit.
2. Appropriateness of the budget relative to the level of effort.
3. Use of existing resources to conserve costs.

**Dissemination strategy.**

1. Well-defined plan for the grant recipient to disseminate results to appropriate audiences, including researchers, practitioners, and policymakers.
2. Suggestions for print and electronic products NIJ might develop for practitioners and policymakers.

**Relevance of the project for policy and practice in the United States:**

Higher quality proposals clearly explain the practical implications of the project. They connect technical expertise with criminal justice policy and practice. To ensure that the project has strong relevance for policy and practice, some researchers and technologists collaborate with practitioners and policymakers. You may include letters showing support from practitioners, but they carry less weight than clear evidence that you understand why policymakers and practitioners would benefit from your work and how they would use it. While a partnership may affect State or local activities, it should also have broader implications for others across the country.

**Review Process**

NIJ is firmly committed to the competitive process in awarding grants. All proposals under this solicitation will be subjected to independent peer-review panel evaluations. External peer-review panelists consider both technical and programmatic merits. Panelists are selected based on their expertise in subject areas pertinent to the proposals.

Peer-review panelists will evaluate proposals using the criteria listed above. NIJ staff then make recommendations to the NIJ Director. The Director makes award decisions.

**Reasons for rejection:** NIJ may reject applications that are incomplete, do not respond to the scope of the solicitation, do not comply with format requirements, or are submitted after the deadline. No additions to the original submission are allowed.

**When awards will be made:** All applicants, whether they are accepted or rejected, will be notified. The review and approval process takes about 6 months. You should not propose to begin work until at least 6 months after the proposal deadline on the cover of this solicitation. Also, you should not expect to receive notification of a decision for at least 6 months after that date. Lists of awards are updated regularly on NIJ's Web site at <http://www.ojp.usdoj.gov/nij/funding.htm>.

## **Additional Requirements**

- Civil Rights Compliance
- Confidentiality and Human Subjects Protections regulations
- Anti-Lobbying Act
- Financial and Government Audit Requirements
- National Environmental Policy Act (NEPA) compliance
- DOJ Information Technology Standards
- Single Point of Contact Review
- Non-supplanting of State or Local Funds
- Criminal Penalty for False Statements
- Compliance with Office of the Comptroller Financial Guide
- Suspension or Termination of Funding
- Non-profit Organizations
- Government Performance and Results Act (GPRA)
- Rights in Intellectual Property

We strongly encourage you to review the information pertaining to these additional requirements prior to submitting your application. Additional information for each can be found at <http://www.ojp.usdoj.gov/funding/otherrequirements.htm>.

If your proposal is funded, you will be required to submit several reports and other materials, including:

**Final substantive report:** The final report should be a comprehensive overview of the project and should include a detailed description of the project design, data, and methods; a full presentation of scientific findings; and a thorough discussion of the implications of the project findings for criminal justice practice and policy. It must contain an abstract of no more than 400 words and an executive summary of no more than 2,500 words.

A draft of the final report, abstract, and executive summary must be submitted 90 days before the end date of the grant. The draft final report will be peer reviewed upon submission. The reviews will be forwarded to the principal investigator with suggestions for revisions. The author must then submit the revised final report, abstract, and executive summary by the end date of the grant. The abstract, executive summary, and final report must be submitted in both paper and electronic formats.

For program evaluation studies, the final report should include a section on measuring program performance. This section should outline the measures used to evaluate program effectiveness, modifications made to those measures as a result of the evaluation, and recommendations regarding these and other potential performance measures for similar programs. (This information will be particularly valuable to NIJ and other Federal program agencies in implementing performance measures for federally funded criminal justice programs.)

**Interim reports:** Grantees must submit quarterly financial reports, semi-annual progress reports, a final progress report, and, if applicable, an annual audit report in accordance with Office of Management and Budget Circular A-133. Future awards and fund drawdowns may be withheld if reports are delinquent.