

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



BJA FY 21 Project Safe Neighborhood

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Overview

The [U.S. Department of Justice](#) (DOJ), [Office of Justice Programs](#) (OJP), [Bureau of Justice Assistance](#) (BJA) is seeking applications for funding for the [Project Safe Neighborhoods \(PSN\)](#) Program. This program furthers DOJ's mission and violent crime reduction strategy by providing support to state, local, and tribal efforts to reduce violent crime.

This solicitation incorporates the [OJP Grant Application Resource Guide](#) by reference. The OJP Grant Application Resource Guide provides guidance to applicants on how to prepare and submit applications for funding to OJP. **If this solicitation expressly modifies any provision in the OJP Grant Application Resource Guide, the applicant is to follow the guidelines in this solicitation as to that provision.**

This solicitation expressly modifies the OJP Grant Application Resource Guide by not incorporating the "Limitation on Use of Award Funds for Employee Compensation; Waiver" provisions in the "Financial Information" section of the OJP Grant Application Resource Guide.

Eligible Applicants:

Other

Other

See Eligibility Section

Contact Information

For technical assistance with submitting the SF-424 and SF-LLL in Grants.gov, contact the Grants.gov Customer Support Hotline at 800-518-4726, 606-545-5035, [Grants.gov customer support webpage](#), or email at support@grants.gov. The Grants.gov Support Hotline operates 24 hours a day, 7 days a week, except on federal holidays.

For technical assistance with submitting the **full application** in DOJ's Justice Grants System (JustGrants), contact the JustGrants Service Desk at JustGrants.Support@usdoj.gov or 833-872-5175. The JustGrants Service Desk operates 5 a.m. to 9 p.m. eastern time, Monday–Friday, and 9 a.m. to 5 p.m. Saturday, Sunday, and federal holidays.

An applicant that experiences unforeseen Grants.gov or JustGrants technical issues beyond its control that prevent it from submitting its application by the deadline must email the National Criminal Justice Reference Service Response Center (Response Center) at grants@ncjrs.gov **within 24 hours after the application deadline** to request approval to submit its application after the deadline.

For assistance with any other requirements of this solicitation, contact the Response Center by telephone at 800-851-3420 or TTY: 301-240-6310 (hearing impaired only) or by email at grants@ncjrs.gov. Response Center hours of operation are 10 a.m. to 6 p.m. eastern time Monday through Friday, and 10 a.m. to 8 p.m. eastern time on the

solicitation close date.

Submission Information

In FY 2021, applications will be submitted to DOJ in a **NEW** two-step process.

Step 1: Applicants will submit an **SF-424 and an SF-LLL** in Grants.gov at <https://www.grants.gov/web/grants/register.html>. To register in Grants.gov, applicants will need to obtain a Data Universal Numbering System (DUNS) and System for Award Management (SAM) registration or renewal.

Step 2: Applicants will submit the **full application** including attachments in JustGrants at [JustGrants.usdoj.gov](https://www.justgrants.usdoj.gov).

To be considered timely, the full application must be submitted in JustGrants by the JustGrants Application deadline.

OJP encourages applicants to review, the “How to Apply” section in the [OJP Grant Application Resource Guide](#).

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Program Description

Overview

The Department of Justice is committed to advancing work that promotes civil rights, increases access to justice, supports crime victims, protects the public from crime and evolving threats, and builds trust between law enforcement and the community. Project Safe Neighborhoods (PSN) is designed to create and foster safer communities through a sustained reduction in violent crime. The program's effectiveness depends upon the ongoing coordination, cooperation, and partnerships of local, state, tribal, and federal law enforcement agencies and community organizations working together with the communities they serve — engaged in a unified approach coordinated by the U.S. Attorney (USA) in all 94 districts. This program supports the current Administration's goal of reducing violence in our communities and supporting survivors of violence.

Statutory Authority

34 USC 60701-60705

Specific Information

With PSN, each U.S. Attorney's Office (USAO) is responsible for establishing a collaborative team of federal, state, local, and tribal (where applicable) law enforcement and community partners to implement a strategic plan for investigating, prosecuting, and preventing violent crime in their respective districts. That strategic plan should include information on how the PSN team will engage with the community to build trust and accountability, use law enforcement resources strategically by focusing enforcement efforts on cases that will have the most impact on the violent crime rate, and incorporate prevention and intervention strategies to help stop violent crime and victimization before they occur. PSN also strongly encourages the development of practitioner-researcher partnerships that use data, evidence, and innovation to create strategies and interventions that are effective and make communities safer.

The PSN team must develop effective relationships with community leaders and residents, understand the needs and priorities of the community, and effectively communicate how law enforcement efforts are helping to reduce crime and increase public safety. Additionally, PSN encourages partnerships with local prevention, intervention, and offender reentry programs that can help prevent violent crime, especially those focused on populations and youth that have been traumatized by high levels of violence in their communities who could benefit from additional support.

Each federal judicial district is eligible to apply for a funding allocation, based on its violent crime rate and population. The funding allocation will be posted when available. In order to expedite the award process, PSN teams should develop their FY 2021 strategy, and certified fiscal agents should submit their application based on last year's allocation as a placeholder until formula amounts are finalized. Once the FY 2021 allocation amounts are available, applicants will be notified to revise their applications with the correct allocation amount. The FY 2020 allocations may be found [here](#).

PSN grant funding can be used to support a wide variety of evidence-based prevention and intervention programs, including Community Violence Intervention (CVI) programs — such as violence interrupters, street outreach, and hospital-based interventions — which identify those who are at the highest risk and work to reduce violence through targeted interventions. In addition, PSN sites will have access to training and technical assistance resources to assist them in implementing promising prevention initiatives such as CVI.

Pursuant to 34 U.S.C. § 60701-05, 30 percent of PSN funding must be used to support gang task forces in regions in the United States "experiencing a significant or increased presence of criminal or transnational organizations engaging in high levels of violent crime, firearms offenses, human trafficking, and drug trafficking." Each PSN district must account for this requirement in its submitted grant application materials as outlined in the "Application and Submission Information" section of this solicitation. This should include a clear explanation of how funds will be used to enhance, or coordinate with, teams that focus on these crime issues. For more information on this requirement, please see the Frequently Asked Questions document located in this solicitation.

All applicants should be aware that under federal law, OJP may not award grant funds to procure or obtain any equipment, system, or service that uses "covered telecommunications equipment or services" as a substantial or essential component of any system, or as critical technology as part of any system. In general, with limited exceptions, "covered telecommunications equipment or services" includes telecommunications and video surveillance equipment or services produced by a foreign entity that is specifically designated by statute, or designated by the federal government pursuant to statute.

Applicants also should be aware that, in accordance with DOJ and OJP policy, and with few exceptions, OJP will prohibit

use of award funds for unmanned aircraft systems (UAS), absent advance submission of specific documentation of protections in place for privacy, civil liberties, and public safety, and of mitigation of cybersecurity risks. In addition, OJP will bar use of award funds for the purchase or use of UAS made by certain foreign entities designated by DOJ.

Additionally, PSN grant applicants should consider the important role that research and data collection play in reducing violent crime in a community. The PSN Program maintains accountability by measuring outcomes (i.e., reduction of violent crime), and PSN grantees must collect relevant data that focus on outcomes. In addition, PSN teams should monitor how their violent crime reduction efforts impact communities, including the reduction of disparities and biases in the administration of justice.

Information About Selecting Potential Fiscal Agents

Each federal judicial district must use a fiscal agent to receive the federal funds and then make subawards to, or enter into contracts with, each entity that will carry out the PSN strategy. The fiscal agent is selected by the PSN team and will need to be certified by the USA in the relevant district. The USA must provide the fiscal agent with a certification letter that must be included in the application materials. A copy of a sample certification letter is located at: <https://www.bja.gov/programs/psn/psn12.html>.

This agent will be responsible for accepting the full funding allocation and overseeing the management of this funding, including all of the subawards. (See below for expectations of a fiscal agent.) In some instances, a PSN team may enter into an agreement with the SAA responsible for managing its state's Byrne Justice Assistance Grant Program awards to serve as fiscal agent. For a list of SAAs, visit: <https://ojp.gov/saa/>.

The PSN team may determine that the fiscal agent is the most appropriate entity to carry out aspects of the district's PSN violence reduction strategy in addition to its administration of the grant. In these cases, the fiscal agent is permitted to retain PSN funds, in addition to the 10 percent in administrative funds, to support allowable activities associated with the implementation of the PSN strategy. These additional retained funds are considered direct costs, and not a contract or subaward, since the fiscal agent will carry out these activities directly. The fiscal agent's grant application and budget must reflect the input of the PSN team and the agreed upon apportionment of funds for all proposed subaward recipients who will play a role in the PSN violence reduction strategy (including the fiscal agent itself, as appropriate). All funding decisions should be made by the PSN team before the application is submitted with clear documentation of the decision and team participants.

Each fiscal agent will be expected to:

- Organize, draft, and submit the required PSN application and subaward materials.
- Manage all fiscal matters, including, but not limited to:
 - Working with the PSN team to oversee the contracts entered into and subawards made.
 - Accounting for all funds awarded.
 - Drawing down federal funds, as needed.
 - Making payments to each contractor or subrecipient.
- Prepare required federal reports.
- Work with BJA staff to submit Grant Adjustment Notices (GANs), as needed.
- Provide requested information and revisions in a timely manner.
- Work with federal monitors or auditors, as needed.
- Establish a process to award and monitor each subaward to ensure that subaward recipients adhere to the financial and administrative rules in the DOJ Grants Financial Guide.
- Complete the DOJ Grants Financial Management training online or in person within 120 days of accepting the federal grant award, unless the chosen fiscal agent has already done so.

It is preferred that a fiscal agent have a track record in overseeing and accounting for funds, especially federal grant funds.

Any subaward made by the selected fiscal agent must be authorized by BJA before funds can be disbursed.

Goals, Objectives, Deliverables, and Timeline

Goals

- Create and maintain ongoing coordination among federal, state, local, and tribal law enforcement officials for reducing violent crime while cooperatively engaging the communities they serve.
- Develop violence reduction strategies that are responsive to each district's individual circumstances, resources, and crime drivers while considering how to effectively prevent future violent crime victimization and perpetration.

- Effectively use intelligence and data to identify high crime areas and prolific violent offenders

Objectives

- Implement one or more effective strategies to prevent, respond to, and reduce violent crime (see Natalie Kroovand Hipple and Edmund F. McGarrell, "Supporting Effective Implementation of Strategic Crime Reduction Efforts," Research in Brief, *The Police Chief* 81 (September 2014): 14–15 at <http://www.policechiefmagazine.org/research-in-brief-supporting-effective-implementation-of-strategic-crime-reduction-efforts/>).
- Support the specific activities and resource requirements of the PSN team with the goal of implementing the district's PSN strategy in collaboration with all relevant partners and stakeholders.

Deliverables

- Development and implementation of a PSN strategic plan.
- Periodic reports to BJA as required by the terms of the grant.
- If the grant supports the activities of a research partner, a final analysis report of the program's implementation and outcomes for PSN grant projects must be submitted to BJA at the conclusion of the project.

The Goals, Objectives, and Deliverables are directly related to the performance measures that demonstrate the results of the work completed, as discussed under the Application and Submission Information section.

Evidence-Based Programs or Practices

OJP strongly emphasizes the use of data and evidence in policymaking and program development in criminal justice, juvenile justice, and crime victim services. For additional information and resources on evidence-based programs or practices, see the [OJP Grant Application Resource Guide](#).

Information Regarding Potential Evaluation of Programs and Activities

OJP may conduct or support an evaluation of the programs and activities funded under this solicitation. For additional information, see the [OJP Grant Application Resource Guide](#) section entitled "Information Regarding Potential Evaluation of Programs and Activities."

Federal Award Information

Awards, Amounts and Durations

Anticipated Number of Awards

93

Period of Performance Start Date

10/1/21 12:00 AM

Period of Performance Duration (Months)

36

Anticipated Total Amount to be Awarded Under Solicitation

\$18,000,000.00

Additional Information

Maximum dollar amount for each award: Determined by formula

Availability of Funds

This solicitation, and awards (if any are made) under this solicitation, are subject to the availability of appropriated funds and to any modifications or additional requirements that may be imposed by the agency or by law. In addition, nothing in this solicitation is intended to, and does not, create any right or benefit, substantive or procedural, enforceable at law or in equity by any party against the United States, its departments, agencies, or entities, its officers, employees, or agents, or any other person.

Types of Awards

BJA expects to make awards under this solicitation as grants. See the "Administrative, National Policy, and Other Legal

Requirements” section of the [OJP Grant Application Resource Guide](#) for a brief discussion of important statutes, regulations, and award conditions that apply to many (or in some cases, all) OJP grants (and cooperative agreements).

Financial Management and System of Internal Controls

Award recipients and subrecipients (including recipients or subrecipients that are pass-through entities) must, as described in the Part 200 Uniform Requirements as set out at 2 C.F.R. 200.303, comply with standards for financial and program management. The “Part 200 Uniform Requirements” means the DOJ regulation at 2 C.F.R. Part 2800, which adopts (with certain modifications) the provisions of 2 C.F.R. Part 200. See [OJP Grant Application Resource Guide](#) for additional information.

Budget Information

Currently, the FY 2021 allocation amounts are unavailable. As a result, applicants should submit their PSN application based on last year’s allocation as a placeholder that will be revised later.

Fiscal agents may use up to 10 percent of their award for costs associated with administering the funds. Administrative costs (when utilized) must be tracked separately; a recipient must report in separate financial status reports (SF-425) those expenditures that specifically relate to each particular PSN award during any particular reporting period.

Award recipients must reserve funds in their budget to support three nonfederal members of the PSN team’s participation in the 2022 PSN National Conference. Applicants should estimate these costs based on transportation to and per diem rates in the Washington, D.C., area.

Cost Sharing or Matching Requirement

This solicitation does not require a match.

Pre-agreement Costs (also known as Pre-award Costs)

See the [OJP Grant Application Resource Guide](#) for information on Pre-agreement Costs (also known as Pre-award Costs).

Prior Approval, Planning, and Reporting of Conference/Meeting/Training Costs

See the [OJP Grant Application Resource Guide](#) for information on Prior Approval, Planning, and Reporting of Conference/Meeting/Training Costs.

Costs Associated with Language Assistance (if applicable)

See the [OJP Grant Application Resource Guide](#) for information on Costs Associated with Language Assistance.

Eligibility Information

The following entities are eligible to apply:

- Other — PSN team fiscal agents for the federal judicial districts

All fiscal agents must be certified by the relevant district United States Attorney’s Office (USAO). Eligible USAO-certified fiscal agents include states, units of local government, educational institutions, faith-based and other community organizations, private nonprofit organizations (including tribal nonprofit), and federally recognized Indian tribal governments (as determined by the Secretary of the Interior).

For details on the responsibilities of a fiscal agent, see the section of the solicitation titled “Information about Selecting Potential Fiscal Agents.” For details on the fiscal agent certification process, please visit: <https://bja.ojp.gov/program/project-safe-neighborhoods-psn/certification-process>. BJA recommends that districts select their current PSN fiscal agent, or consider using the State Administering Agency (SAA) for DOJ funding because SAAs may better leverage state resources to assist in the implementation of the district’s PSN initiative. For a list of SAAs, visit: <https://ojp.gov/saa/>.

NOTE: If an applicant is a fiscal agent or other entity that has not received the required certification by its local USAO, its application will not be considered for funding.

To advance Executive Order 13929 Safe Policing for Safe Communities, the Attorney General determined that all state, local, and university or college law enforcement agencies must be certified by an approved independent credentialing body or have started the certification process no later than January 31, 2021, to be eligible for FY 2021 DOJ discretionary grant funding. To become certified, the law enforcement agency must meet two mandatory conditions: (1) the agency’s use of force policies adhere to all applicable federal, state, and local laws; and (2) the agency’s use of force policies

prohibit chokeholds except in situations where use of deadly force is allowed by law. The certification requirement also applies to law enforcement agencies receiving DOJ discretionary grant funding through a subaward. For detailed information on this new certification requirement, please visit <https://cops.usdoj.gov/SafePolicingEO> to access the Standards for Certification on Safe Policing for Safe Communities, Implementation Fact Sheet, and List of Designated Independent Credentialing Bodies.

All recipients and subrecipients (including any for-profit organization) must forgo any profit or management fee.

Application and Submission Information

See the Application Elements and Formatting Instructions section of the [OJP Grant Application Resource Guide](#) for information on what happens to an application that does not contain all the specified elements or that is nonresponsive to the scope of the solicitation.

Information to Complete the Application for Federal Assistance (SF-424)

The SF-424 will be submitted in Grants.gov. The SF-424 is a required standard form used as a cover sheet for submission of pre-applications, applications, and related information. See the [OJP Grant Application Resource Guide](#) for additional information on completing the SF-424.

Intergovernmental Review: This solicitation (“funding opportunity”) is subject to [Executive Order 12372](#). An applicant may find the names and addresses of state Single Points of Contact (SPOCs) at the following website: https://www.whitehouse.gov/wp-content/uploads/2020/01/spoc_1_16_2020.pdf. If the applicant’s state appears on the SPOC list, the applicant must contact the state SPOC to find out about, and comply with, the state’s process under E.O. 12372. In completing the SF-424, an applicant whose state appears on the SPOC list is to make the appropriate selection in response to question 19, once the applicant has complied with its state E.O. 12372 process. (An applicant whose state does not appear on the SPOC list should answer question 19 by selecting the response that the: “Program is subject to E.O. 12372 but has not been selected by the state for review.”)

Standard Applicant Information (JustGrants 424 and General Agency Information)

The Standard Applicant Information section of the JustGrants application is pre-populated with the SF-424 data submitted in Grants.gov. Applicants will need to review the Standard Applicant Information in JustGrants and make edits as needed. Within this section, applicants will need to: add zip codes for areas affected by the project; confirm their Authorized Representative; and verify the organization's legal name and address.

Proposal Abstract

A proposal abstract (no more than 400 words) summarizing the proposed project including primary activities, products and deliverables, the service area, and who will benefit from the proposed project, will be completed in the JustGrants Web-based form.

Proposal Narrative

The proposal narrative should be submitted as an attachment in JustGrants. The attached document should be double-spaced, using a standard 12-point Times New Roman font; have no less than 1-inch margins; and should not exceed 10 pages. Pages should be numbered and submitted as an attachment. If the proposal narrative fails to comply with these length restrictions, BJA may negatively consider such noncompliance in peer review and final award decisions.

The following sections must be included as part of the proposal narrative:

a. Description of the Issue OR Statement of the Problem if research is involved:

This section must identify the crime issue addressed by the PSN team through this grant award, the data used to identify the crime issue, the selected target enforcement areas, as well as the key partners who need to be included in the violence reduction initiative undertaken by the team.

1. What type of violent crime issues/challenges will your grant strategy address?
2. Which geographical area(s) (a.k.a. target enforcement area) will be the focus of your PSN grant strategy, and what is driving violence in this area(s)?
3. Describe the type of violent crime actors in these areas.
4. What type of data did you use to analyze the violent crime issue in your district?
5. Which agencies/types of agencies assisted in the violent crime assessment?
6. How has the input of the community and stakeholder organizations been incorporated into the strategy.
6. How will grant funding be useful in addressing the specific violent crime issues?

b. Project Design and Implementation

This section must describe the strategy that will be implemented to address the crime issue, the roles of key partners, and the data that will be collected and analyzed to inform the strategy and measure outcomes of the PSN team's efforts.

1. What does the PSN team plan to do with grant funding in the selected geographical area(s)? For instance, what are the specific objectives and how does the PSN team plan to meet its objectives?
2. Which agencies (and representatives, if necessary) are part of your PSN team, and what is their role in executing the grant strategy? Please be sure to include the USAO, fiscal agent, team members, selection committee members, and others, if applicable.
3. What specific agencies or organizations will receive subawards to support the PSN strategy?
4. What type of data will the PSN team utilize to monitor implementation progress and measure outcomes and how often will data be analyzed?

c. Gang Task Force Set-aside

Applicants must clearly describe how they will comply with the requirement set forth in this solicitation to use 30 percent of awarded grant funds to support the activities of gang task forces in regions in the United States experiencing a significant or increased presence of criminal or transnational organizations engaging in high levels of violent crime, firearms offenses, human trafficking, and drug trafficking.

1. State whether violence in your geographical area(s) is being driven by criminal or transnational organizations as defined by this solicitation (see Frequently Asked Questions).
2. If violence is being driven by criminal or transnational organization(s), please describe how 30 percent of the grant funding will support gang task force(s).
3. If the violent crime issue(s) are not driven by criminal or transnational organizations, please describe how 30 percent of the grant funding will support the law enforcement objectives within the confines of the 30 percent gang set-aside requirement as defined by this solicitation.

d. Plan for Collecting the Data Required for this Solicitation's Performance Measures

Describe the process for measuring project performance. Identify who will collect the data, who is responsible for performance measurements, and how the information will be used to guide and evaluate the impact of the project. Describe the process to accurately report data.

Note: Applicants are **not** required to submit performance data with the application. Rather, performance measures information is included as an alert that successful applicants will be required to submit performance data as part of the reporting requirements under an award.

OJP will require each successful applicant to submit regular performance data that demonstrate the results of the work carried out under the award. The performance data directly relate to the goals, objectives, and deliverables identified under "Goals, Objectives, and Deliverables."

Applicants can also visit OJP's performance measurement page at www.ojp.gov/performance for an overview of performance measurement activities at OJP.

Award recipients will be required to submit performance measurement data and performance reports in JustGrants. Examples of the performance measures questionnaire can be found [here](#). Further guidance on the post-award submission process will be provided, if selected for award.

Note on Project Evaluations

An applicant that proposes to use award funds through this solicitation to conduct project evaluations must follow the guidance under "Note on Project Evaluations" in the [OJP Grant Application Resource Guide](#).

Goals, Objectives, Deliverables, and Timeline

Applicants will submit the project's goals, objectives, deliverables, and timelines in the JustGrants web-based form. See the [OJP Grant Application Resource Guide](#) for additional information.

Budget and Associated Documentation

Budget Worksheet and Budget Narrative (Web-based Form)

Applicants will complete the JustGrants web-based budget form. See the [OJP Grant Application Resource Guide](#) for additional information.

Indirect Cost Rate Agreement (if applicable)

Applicants will submit their indirect cost rate agreement by uploading the agreement as an attachment in JustGrants. See the [OJP Grant Application Resource Guide](#) for additional information.

Financial Management Questionnaire (including applicant disclosure of high-risk status)

Applicants will download the questionnaire in JustGrants and submit by uploading the completed questionnaire as an attachment in JustGrants. See the [OJP Grant Application Resource Guide](#) for additional information.

Disclosure of Process Related to Executive Compensation

If applicable, applicants will submit a description of the process used to determine compensation by uploading the document and an attachment in JustGrants. See the [OJP Grant Application Resource Guide](#) for additional information.

Additional Application Components

The applicant will attach the requested documentation in JustGrants.

Tribal Authorizing Resolution

If applicable, applicants will submit the Tribal Authorizing Resolution by uploading the resolution as an attachment in JustGrants. An application in response to this solicitation may require inclusion of information related to a tribal authorizing resolution as an attachment. See the [OJP Grant Application Resource Guide](#) for information on tribal authorizing resolutions.

Research and Evaluation Independence and Integrity Statement

If an application proposes research (including research and development) and/or evaluation, the applicant must demonstrate research/evaluation independence and integrity, including appropriate safeguards, before it may receive award funds. Applicants will submit a description of their research and evaluation independence and integrity by uploading the document as an attachment in JustGrants. For additional information regarding demonstrating research/evaluation independence and integrity, including appropriate safeguards, see the [OJP Grant Application Resource Guide](#).

Certification Letter

Certification letter to the fiscal agent from the local United States Attorney.

Disclosures and Assurances

Applications will complete the following disclosures and assurances.

Disclosure of Lobbying Activities

Applicants will complete and submit the SF-LLL in Grants.gov. See the [OJP Grant Application Resource Guide](#) for additional information.

DOJ Certified Standard Assurances

See DOJ Certified Standard Assurance on the [OJP Grant Application Resource Guide](#).

Applicant Disclosure of Duplication in Cost Items

Applicants will complete the JustGrants web-based Applicant Disclosure of Duplication in Cost Items form. See the [OJP Grant Application Resource Guide](#) for additional information.

DOJ Certifications Regarding Lobbying; Debarment, Suspension and Other Responsibility Matters; and Drug-Free Workplace Requirements

Applicants will review and accept the DOJ Certified Certifications Regarding Lobbying; Debarment, Suspension and Other Responsibility Matters; and Drug-Free Workplace Requirements. See [OJP Grant Application Resource Guide](#).

Applicant Disclosure of Proposed Subrecipients

Applicant Disclosure of Proposed Subrecipients of grant funding, if applicable, that includes the name, organizational affiliation, and location of the proposed subrecipient entity.

Applicant Disclosure and Justification – DOJ High Risk Grantees (if applicable)

If applicable, applicants will submit as an attachment in JustGrants See the [OJP Grant Application Resource Guide](#) for additional information. A DOJ High Risk Grantee is a recipient that has received a DOJ High Risk designation based on a documented history of unsatisfactory performance, financial instability, management system or other internal control deficiencies, or noncompliance with award terms and conditions on prior awards, or that is otherwise not responsible.

How to Apply

Applicants will submit an **SF-424** and an **SF-LLL** in Grants.gov at <https://www.grants.gov/web/grants/register.html>.

Applicants will submit the **full application** including attachments in JustGrants at <https://justgrants.usdoj.gov/>.

For additional information, see the “How to Apply” section in the [OJP Grant Application Resource Guide](#).

Submission Dates and Time

The **SF-424** and the **SF-LLL** will be submitted in Grants.gov by June 22, 2021 at 11:59 pm EST. OJP urges applicants to submit applications at least 72 hours prior to the application due date to allow time for the applicant to receive validation messages or rejection notifications from Grants.gov and to correct in a timely fashion any problems that may have caused a rejection notification.

The **full application** will be submitted in JustGrants by July 6, 2021 at 11:59 pm EST. To be considered timely, the full application must be submitted in JustGrants by the JustGrants application deadline.

Application Review Information

Review Process

OJP reviews the application to make sure that the information presented is reasonable, understandable, measurable, achievable, and consistent with the solicitation. See the [OJP Grant Application Resource Guide](#) for information on the application review process for this solicitation.

Pursuant to the Part 200 Uniform Requirements, before award decisions are made, OJP also

reviews information related to the degree of risk posed by the applicant. Among other things to help assess whether an applicant that has one or more prior federal awards has a satisfactory record with respect to performance, integrity, and business ethics, OJP checks whether the applicant is listed in SAM as excluded from receiving a federal award.

In addition, if OJP anticipates that an award will exceed \$250,000 in federal funds, OJP also must review and consider any information about the applicant that appears in the non-public segment of the integrity and performance system accessible through SAM (currently, the Federal Awardee Performance and Integrity Information System, FAPIIS).

Important note on FAPIIS: An applicant, at its option, may review and comment on any information about itself that currently appears in FAPIIS and was entered by a federal awarding agency. OJP will consider any such comments by the applicant, in addition to the other information in FAPIIS, in its assessment of the risk posed by the applicant.

Absent explicit statutory authorization or written delegation of authority to the contrary, the Assistant Attorney General will make all final award decisions.

Federal Award Administration Information

Federal Award Notices

See the [OJP Grant Application Resource Guide](#) for information on award notifications and instructions.

Administrative, National Policy, and Other Legal Requirements

If selected for funding, in addition to implementing the funded project consistent with the OJP-approved application, the recipient must comply with all award conditions, and all applicable requirements of federal statutes and regulations (including applicable requirements referred to in the assurances and certifications executed in connection with award acceptance).

For additional information on these legal requirements, see the “Administrative, National Policy, and Other Legal Requirements” section in the [OJP Grant Application Resource Guide](#).

Information Technology (IT) Security Clauses

An application in response to this solicitation may require inclusion of information related to information technology security. See the [OJP Grant Application Resource Guide](#) for information on information technology security.

General Information about Post-Federal Award Reporting Requirements

In addition to the deliverables described in the Program Description, any recipient of an award under this solicitation will be required to submit certain reports and data.

Required reports. Recipients typically must submit quarterly financial reports, progress reports, final financial and progress reports, and, if applicable, an annual audit report in accordance with the Part 200 Uniform Requirements or specific award conditions. Future awards and fund drawdowns may be withheld if reports are delinquent. (In appropriate cases, OJP may require additional reports.)

See the [OJP Grant Application Resource Guide](#) for additional information on specific post-award reporting requirements, including performance measures data.

Federal Awarding Agency Contact(s)

For OJP contact(s), see solicitation cover page.

For contact information for Grants.gov and JustGrants, see solicitation cover page.

Other Information

Freedom of Information and Privacy Act (5 U.S.C. 552 and 5 U.S.C. 552a)

See the [OJP Grant Application Resource Guide](#) for information on Freedom of Information and Privacy Act (5 U.S.C. 552 and 5 U.S.C. 552a).

Provide Feedback to OJP

See the [OJP Grant Application Resource Guide](#) for information on how to Provide Feedback to OJP.

Performance Measures

Award recipients will be required to submit performance measurement data and performance reports in JustGrants. Examples of the performance measures questionnaire can be found [here](#). Further guidance on the post-award submission process will be provided, if selected for award.

Application Checklist

Project Safe Neighborhood

This application checklist has been created as an aid in developing an application.

What an Applicant Must Do:

Prior to Registering in Grants.gov:

- Acquire a DUNS Number (see [OJP Grant Application Resource Guide](#))
- Acquire or renew registration with SAM (see [OJP Grant Application Resource Guide](#))

To Register with Grants.gov:

- Acquire AOR and Grants.gov username/password (see [OJP Grant Application Resource Guide](#))
- Acquire AOR confirmation from the E-Biz POC (see [OJP Grant Application Resource Guide](#))

To Find Funding Opportunity:

- Search for the Funding Opportunity on Grants.gov
- Select the correct Competition ID
- Access Funding Opportunity and Application Package (see [OJP Grant Application Resource Guide](#))

- Sign up for Grants.gov email [notifications](#) (optional) (see [OJP Grant Application Resource Guide](#))
- Read [Important Notice: Applying for Grants in Grants.gov](#)
- Read OJP policy and guidance on conference approval, planning, and reporting available at [ojp.gov/financialguide/DOJ/PostawardRequirements/chapter3.10a.htm](#) (see [OJP Grant Application Resource Guide](#))

Overview of Post-Award Legal Requirements:

Review the "[Overview of Legal Requirements Generally Applicable to OJP Grants and Cooperative Agreements - FY 2021 Awards](#)" in the [OJP Funding Resource Center](#).

Scope Requirement:

- The federal amount requested is within the allowable limit(s) as directed by the formula-based funding allocation.

Eligibility Requirement: See Eligibility section

- Submit **SF-424** and **SF-LLL** in Grants.gov

After SF-424 and SF-LLL submission in Grants.gov, Receive Grants.gov Email Notifications That:

- Submission has been received in Grants.gov
- Submission has either been successfully validated or rejected with errors (see [OJP Grant Application Resource Guide](#))

If No Grants.gov Receipt and Validation, or Error Notifications are Received:

- Contact the Response Center by telephone at 800-851-3420 or TTY: 301-240-6310 (hearing impaired only) or by email at grants@ncjrs.gov. Response Center hours of operation are 10 a.m. to 6 p.m. eastern time Monday through Friday, and 10 a.m. to 8 p.m. eastern time on the solicitation close date.

Receive email notification to complete application in JustGrants:

- Complete Application in JustGrants

Content of Application Submission

- Information to Complete the Application for Federal Assistance (SF-424) in Grants.gov
- Intergovernmental Review
- Standard Applicant Information (SF-424 info from Grants.gov)
- Proposal Abstract
- Proposal Narrative
- Budget and Associated Documentation
 - Budget Worksheet and Budget Narrative
 - Indirect Cost Rate Agreement (if applicable) (see [OJP Grant Application Resource Guide](#))
 - Financial Management and System of Internal Controls Questionnaire (see [OJP Grant Application Resource Guide](#))
- Disclosure of Process related to Executive Compensation
- Additional Application Components
 - Tribal Authorizing Resolution (if applicable) (see [OJP Grant Application Resource Guide](#))
 - Research and Evaluation Independence and Integrity (see [OJP Grant Application Resource Guide](#))
 - Certification letter of the fiscal agent from the local United States Attorney
- Disclosures and Assurances
 - [Disclosure of Lobbying Activities \(SF-LLL\)](#) (see [OJP Grant Application Resource Guide](#))
 - Applicant Disclosure of Pending Applications (see [OJP Grant Application Resource Guide](#))
 - DOJ Certified Standard Assurance (see [OJP Grant Application Resource Guide](#))
 - DOJ Certifications Regarding Lobbying; Debarment, Suspension and Other Responsibility Matters; and Drug-Free

- Workplace Requirements (see [OJP Grant Application Resource Guide](#))
- Applicant Disclosure and Justification – DOJ High Risk Grantees (if applicable) (see [OJP Grant Application Resource Guide](#))
 - Applicant Disclosure of Proposed Subrecipients of grant funding, if applicable, that includes the name, organizational affiliation, and location of the proposed subrecipient entity

Submit Application in JustGrants:

- Application has been successfully submitted in JustGrants

If JustGrants Application Submission, Validation, or Error Notifications are Received:

- Contact JustGrants.Support@usdoj.gov or 833-872-5175 regarding technical difficulties