

OVW Special Tribal Criminal
Jurisdiction Grant Program
(Tribal Jurisdiction Program/TJP)

FY 2023 Pre-Application Information Session

2 Solicitations:

*Special Tribal Criminal Jurisdiction
Grant Program Solicitation

*Special Tribal Criminal Jurisdiction –
Targeted Support for Alaska Native
Tribes Special Initiative

FY 2023 Tribal Jurisdiction Program Solicitations

- Posted on or about February 9, 2023
- Application submissions are due by **9:00 PM Eastern Time on May 11, 2023.**
- Application submitted through a two-step process:
 1. Submission of SF-424 (Application for Federal Assistance Standard Form) and SF-LLL (Disclosure of Lobbying Activities form) in Grants.gov by May 9, 2023 at 11:59 PM ET
 2. Submission of the full application including attachments in the Justice Grants System (JustGrants) by May 11, 2023 at 9:00 PM ET

Tribal Jurisdiction Program (TJP)

- Created in 2016
- TJP supports tribes in their efforts to exercise special Tribal criminal jurisdiction (STCJ) over non-Indians who commit “covered crimes” (assault of Tribal justice personnel; child, dating, domestic, and/or sexual violence; obstruction of justice; sex trafficking; stalking; and violation of a protection order) within the Tribe’s jurisdictional boundaries.
- TJP funding supports technical assistance for planning and implementing changes in tribal criminal justice systems necessary to exercise jurisdiction.

Purpose Areas (Applicants must address at least one):

- **Purpose Area 1:** to **strengthen tribal criminal justice systems** to assist Indian tribes in exercising special Tribal criminal jurisdiction, including for: (A) law enforcement; (B) prosecution; (C) trial and appellate courts; (D) supervision systems; (E) detention and corrections (including facilities maintenance, renovation, and rehabilitation); (F) treatment, rehabilitation, and reentry programs and services; (G) culturally appropriate services and assistance for victims and their families; and (H) criminal codes and rules of criminal procedure, appellate procedure, and evidence.
- **Purpose Area 2:** to provide **licensed defense counsel** for indigent criminal defendants at no cost to the defendant, in criminal proceedings in which a participating tribe prosecutes covered crimes;
- **Purpose Area 3:** to ensure that **jurors** are summoned, selected and instructed consistent with requirements
- **Purpose Area 4:** to accord victims **crime victims' rights**.

NOTE: This grant program is not limited to tribes that are already exercising or immediately prepared to exercise jurisdiction upon receiving funding. Nor is it a planning grant program that is limited to only tribes that are in the early planning and preparation phases. OVW funds tribes at different stages of development across the Assessment and Planning, Implementation, and Exercising phases.

Out of Scope/Prior Approval Activities

Out of Scope Activities:

- Research Projects.
- Tribal justice system response to cases that do not involve one or more of the covered crimes.
- Purchase or lease of vehicles.

Note: Applications that propose activities deemed to be substantially out-of-scope may receive a deduction in points during the review process or may be eliminated from consideration.

Activities Requiring Prior Approval:

- Surveys.
- Renovations, including such minor things as painting, carpeting, or installing lighting.

Budgets and Award Period (Applicants not from the State of Alaska)

- Grant award period: New awards: 36 months; Continuation awards: 24 months.
- OVW anticipates the award period will start on October 1, 2023.
- New projects: up to \$450,000 for the entire 36 months
- Continuation projects: up to \$300,000 for the entire 24 months

Budgets and Award Period – TJP Alaska

- Grant award period: 36 months.
- OVW anticipates the award period will start on October 1, 2023.
- New projects: up to \$500,000 for the entire 36 months

Applicant Types

- New
 - Never received direct funding under the TJP or whose previous TJP funding expired on or before May 11, 2022.
- Continuation
 - Current grantees that received a new 36-month award under this program in FY 2019 or FY 2020 are eligible to apply for up to 24 months of continuation funding **non-competitively**. Continuation funding is not guaranteed and applications will be subject to past performance review.
- Recipients of a new 36-month award in FY 2021 or a new 36-month award or a 24-month continuation award in FY 2022 under this program are NOT eligible to apply.

NOTE: Current grantees with a substantial amount of unobligated funds remaining (50 percent or more of the previous award) as of March 31, 2023 without adequate justification may not be considered for funding, or may receive a reduced award amount if selected for funding in FY 2023.

Applicant Type: **TJP Alaska**

- New: Never received direct funding under the TJP.

Mandatory Program Requirements

*Participation in **OVW-sponsored training and technical assistance (TTA)**. This includes joining the Inter-tribal Technical Assistance Working Group (ITWG). The ITWG is a working group of tribal representatives who exchange views, information, and advice about how tribes may best exercise STCJ and address comprehensive systemic responses to the covered crimes.

*Participation in a **Planning Period** to further develop the project and corresponding budget.

*Support a **Dedicated Project Coordinator**. At a minimum, award recipients must dedicate a staff or contracted position .5 FTE to this project. **NOTE:** Grantees that are currently exercising jurisdiction are not required to support a project coordinator.

Mandatory Program Requirements – con't

*Award recipients will develop and submit a **Memorandum of Understanding (MOU) or Internal Memorandum of Understanding (IMOU)** during the planning stage of the grant project. **Applicants should not submit the MOU/IMOU at the time of application.** Required partners for TJP are: Tribal Leadership; Tribal Judge; Tribal Prosecutor's Office; Tribal Attorney/In-house General Counsel; Law Enforcement; and *Victim Service Provider.

*A victim service provider is a nonprofit, **nongovernmental** or tribal organization or rape crisis center, including a state or tribal domestic violence and/or sexual assault coalition, that assists or advocates for domestic violence, dating violence, sexual assault, or stalking victims, including a domestic violence shelter, faith-based organization or other organization, with a documented history of effective work concerning domestic violence, dating violence, sexual assault, or stalking. **Victim service providers must provide direct services to victims of domestic violence, dating violence, sexual assault, or stalking as one of their primary purposes.**

Mandatory Program Requirements – con't

***Special Tribal Criminal Jurisdiction (STCJ) Readiness Certification (non-Alaska applicants).** All awards will include an award condition that requires certain tribal officials to certify they are familiar with the Indian Civil Rights Act. The chief executive of the tribe and the chief legal officer are required to certify that the tribe's criminal justice system has adequate safeguards in place to protect defendants' rights. The chief judicial officer is also required to certify to familiarity with tribal constitution, code, and rules provisions to implement STCJ, including provisions that safeguard defendants' rights. Certifications will be required prior to grant funds being used for the prosecution or incarceration of non-Indian defendants.

Mandatory Program Requirements – con't

***Attorney General Designation (Alaska applicants ONLY).**

All awards will include an award condition that requires that the recipient may not exercise STCJ over non-Indian offenders who commit covered crimes unless and until the Tribe is designated by the Attorney General to participate in the Alaska Pilot Program. Attorney General designation will be required prior to grant funds being used for the prosecution or incarceration of non-Indian defendants.

Eligible Applicants

Governments of Indian tribes that have jurisdiction over Indian country are eligible to apply for this program.

Document Demonstrating Authority to Apply

Applicants must provide a valid tribal resolution or letter on tribal letterhead, signed by the chief executive officer of the governing body of the tribe (e.g., the tribal chairperson, president, governor, principal chief, or other equivalent official), providing the following assurances:

1. Affirm the tribe is a federally-recognized tribe appearing in the most recently published list of Indian Entities Recognized and Eligible To Receive Services From the United States Bureau of Indian Affairs.
2. Affirm the tribe has jurisdiction over lands that meet the definition of Indian country.
3. Affirm the governing body's determination to plan, develop, implement, and exercise STCJ within its jurisdiction.
4. Direct internal partners, identified as required project partners, to participate in and cooperate with the planning, development, implementation, and exercise of STCJ and, if necessary, authorize the identified internal partners to enter into/sign the MOU/IMOU.

Eligible Applicants – TJP - Alaska

Governments of Indian tribes, or consortia of Indian tribes, occupying a Village in Alaska.

Document Demonstrating Authority to Apply

Applicants must provide a valid tribal resolution or letter on tribal letterhead, signed by the chief executive officer of the governing body of the tribe (e.g., the tribal chairperson, president, governor, principal chief, or other equivalent official), providing the following assurances:

1. Affirm the tribe is a federally-recognized tribe appearing in the most recently published list of Indian Entities Recognized and Eligible To Receive Services From the United States Bureau of Indian Affairs.
2. Affirm the tribe occupies a village, as defined in 25 U.S.C. 1305 note.
3. Affirm the governing body's determination to plan, develop, implement, and exercise STCJ within its jurisdiction.
4. Direct internal partners, identified as required project partners, to participate in and cooperate with the planning, development, implementation, and exercise of STCJ and, if necessary, authorize the identified internal partners to enter into/sign the MOU/ IMOU.
5. Affirm the tribe's intention to apply, when ready, for Attorney General designation as a participating tribe to exercise STCJ through the Alaska Pilot Program.

Application Contents

1. Proposal Abstract (entered into a text box in JustGrants)
 2. Pre-Award Risk Assessment (submitted/uploaded as an attachment in JustGrants)
 3. Summary Data Sheet (submitted/uploaded as an attachment in JustGrants)
 4. Proposal Narrative (20 page limit; attached/uploaded in JustGrants; required sections: “Purpose of the Proposal,” “What Will Be Done,” “Who Will Implement the Proposal.”)
 5. Budget Worksheet and Narrative (attached/uploaded into JustGrants)
- *Budgets must include funds to attend OVW-sponsored training and technical assistance in the amount of **\$30,000 for New Applicants; \$15,000 for Continuation Applicants.**
- *TJP – Alaska: \$30,000** for OVW-sponsored training & technical assistance
- New Applicants, Applicants that have not implemented STCJ & TJP-Alaska Applicants:** Budgets must include salary and fringe benefits costs to support the Project Coordinator position at a minimum of .5 FTE.

Application Contents – con't

- 6.** Indirect Cost Rate Agreement (if applicable, upload/attach in JustGrants)
- 7.** Document Demonstrating Authority to Apply
- 8.** Summary of Other Federal Funding Chart (if applicable, attached/uploaded in JustGrants)
- 9.** Letter of Nonsupplanting (attached/uploaded in JustGrants)
- 10.** Confidentiality Notice Form (attached/uploaded in JustGrants)

Grants Financial Management Division

- Data Requested with Application: upload the Summary Data Sheet answers as an attachment in the Proposal Narrative Section
 - Single Audit (threshold and fiscal year)
- Pre-Award Risk Assessment:
 - Upload as an attachment in the Proposal Narrative Section
 - Eleven questions; Multiple parts to each question
 - Most Common issues:
 - Brief list of policies and procedures not provided
 - Budgeted vs. Actual process not provided
 - Record Retention policy not provided
 - Knowledge of rules and regulations

JustGrants Uploads

Due February 15, 2024

Actions

Pre-Award Risk Assessment

Upload

The recommended files to upload are PDF, Microsoft Word and Excel.

Summary Data Sheet

Upload

The recommended files to upload are PDF, Microsoft Word and Excel.

Proposal Narrative

Upload

The recommended files to upload are PDF, Microsoft Word and Excel.

Solicitation Instructions

- > Standard Applicant Information
- ✓ Proposal Abstract
- Proposal Narrative**
- > Budget and Associated Documentation
 - MOUs and Other Supportive Documents
 - Additional Application Components
- > Disclosure And Assurances
 - Other
 - Certify and Submit

INITIATE

COMPLETE AND SUBMIT

REVIEW

BUDGET REVIEW

AWARDPACKAGEREADY

Back

Save

Continue

Resources

Training for OVW Applicants –

<https://www.justice.gov/ovw/resources-applicants>

JustGrants Training for Web-based Budgets & Submission Guide:

<https://justicegrants.usdoj.gov/sites/g/files/xyckuh296/files/s/media/document/jarg-appln-submission.pdf> (PG 30)

Uniform Guidance - 2 CFR Part 200

DOJ Financial Guide –

<https://www.justice.gov/ovw/page/file/1298396/download>

TJP Solicitations - <https://www.justice.gov/ovw/open-solicitations>

OVW Website: <https://www.justice.gov/ovw>

Contact Information

OVW GFMD Helpdesk

1-888-514-8556

OVW.GFMD@usdoj.gov

How to Apply

- Applicants may find this funding opportunity on Grants.gov by using the CFDA number (16.025), Grants.gov opportunity number, or the title of this solicitation, all of which can be found on the cover page.
- The FY 2023 application submission process is a two-step process. Application materials will be started in Grants.gov and fully submitted in JustGrants.
 - application materials will be started in Grants.gov & fully submitted in JustGrants.
- Read the solicitation carefully to understand all steps required to submit an application and the time to complete those steps.

How to Apply (cont.)

- Some steps, such as obtaining a Data Universal Number System (or DUNS) number or registering with the System for Award Management (SAM) or Grants.gov may take several days to complete.
- OVW recommends that applicants begin these processes as soon as possible but no later than dates suggested in the solicitation.

Grants.gov

- Applicants must complete the Application for Federal Assistance (SF-424) in **Grants.gov**.
 - Read the “Information to Complete the Application for Federal Assistance (SF-424)” section in the solicitation carefully for all requirements.
- Applicants must complete and submit the Disclosure of Lobbying Activities (SF-LLL) in **Grants.gov**.
- **After submitting these forms**, the applicant will receive an email notification from **JustGrants** to **complete the rest of the application in JustGrants**. If the applicant is a new user in JustGrants, the email will include instructions on registering with JustGrants.

JustGrants

- Applicants will submit the full application, including attachments, in JustGrants.
- Read the solicitation carefully for other documentation required for all applications or when applicable.
- In JustGrants, each applying entity will have an assigned Entity Administrator who is responsible for managing entity-level information and assigning roles in the system. The Entity Administrator is also the E-Biz POC designated in SAM.gov. For more information on registering with JustGrants, see <https://justicegrants.usdoj.gov>.

JustGrants (cont.)

- Within 24 hours of JustGrants receiving your application from Grants.gov, the user submitting the application in Grants.gov and SAM E-Biz POC will receive an email to register for a JustGrants account. The email is from DOJ's secure user management system (DIAMD) and will include instructions on how to create an account.
- To ensure that you receive these emails and that they are not flagged as spam, we recommend adding "DIAMD-NoReply@usdoj.gov" to the trusted sender list in your email settings.
- The E-Biz POC at the applicant organization serves as the Entity Administrator and must log-in to JustGrants to confirm the entity's profile and add users. The user submitting the application in Grants.gov serves as the Application Submitter. Within minutes of completing your JustGrants account registration, the Application Submitter and the E-Biz POC (Entity Administrator) users will receive an email from JustGrants with a link to the application started in Grants.gov. Registration.
- Alternately, the Applicant Submitter can log-in to JustGrants and locate your pending application, numeric digits, excluding "GRANT", of the Grants.gov Tracking Number, in your Task list on the Home/Landing Page. (Example Grants.gov format: GRANT99999999 and JustGrants format: 99999999.)

JustGrants (cont.)

- The Entity Administrator will need to log-in to JustGrants to review the Authorized Representatives associated with the Entity. If an Authorized Representative needs to be invited, the Entity Administrator will need to invite the individual to receive a JustGrants account. Note that an organization can have more than one Authorized Representative, as long as those individuals have documented authority to sign an agreement with the federal government. These actions are required before an application can be submitted.
- Within minutes of being invited to be an Authorized Representative, the individual will receive an email from DIAMD-NoReply@usdoj.gov with instructions on how to create an account in DOJ's secure user management system.
- Once the Authorize Representative, receives the email and completes the steps to create an account, the Authorize Representative will be available in JustGrants.

JustGrants (cont.)

- The Application Submitter will need to complete the application by entering data into web-based forms, uploading attachments, and accepting assurances and certifications. The Application Submitter will also need to select the Authorized Representative(s).
- Once all sections are completed, the application submitter will submit the application.
- Upon successful submission of an application, the Application Submitter, Entity Administrator, and Authorized Representative will receive an email from JustGrants confirming submission of the application.

JustGrants (cont.)

- The Department of Justice has made a collection of self-guided training resources, including training and a Virtual Q&A session on Application Submission, available at <https://justicegrants.usdoj.gov/training-resources/justgrants-training/grants-management-lifecycle>.

Application Deadline

- Applications are due by 9:00 p.m. E.T. on May 11, 2023.
- Carefully review the “How to Apply” and “Submission Dates and Time” sections of the solicitation for applicant actions with required deadlines and OVW's policy on late submissions.
- Submitting the application components at least 48 hours before each deadline (Grants.gov or JustGrants, as applicable) will enable applicants to receive notice of a failed submission and provide an opportunity to correct the error before the applicable deadline.

Have Questions?

- Programmatic Questions:

- Email OVW.TribalJurisdiction@usdoj.gov or call 202-307-6026

- Financial Questions:

- Email OVW.GFMD@usdoj.gov or call 202-307-6026

- Technical Questions:

- Grants.gov Applicant Support: email support@grants.gov or call 800-518-4726
- OVW JustGrants Support: email OVW.JustGrantsSupport@usdoj.gov or call 866-655-4482