

US Department of Justice Coordinated Tribal Assistance Solicitation (CTAS)

Fiscal Year 2018

Frequently Asked Questions (FAQ)

1. What is the Coordinated Tribal Assistance Solicitation?

The Coordinated Tribal Assistance Solicitation (CTAS) responds to Tribal Leaders' request to improve and simplify the US Department of Justice (DOJ) grant-making process. Since Fiscal Year (FY) 2010, DOJ has combined existing Tribal Government-specific competitive solicitations into one solicitation and required only one application from each tribe or tribal consortium under CTAS. This approach provides federally recognized tribes and tribal consortia the opportunity to develop a comprehensive approach to public safety and victimization issues. The FY 2018 CTAS continues this approach.

2. Is this process different from Fiscal Year (FY) 2017?

DOJ has incorporated feedback from tribal meetings and consultations and has made the following changes to the FY 2018 CTAS:

- The question-and-answer templates have been further coordinated and refined across purpose areas to ensure more clarity and to reduce duplication.
- The strategic planning program template has been updated for clarity.
- The demographic form as it relates to purpose area #1 (COPS Office) and its submission requirements have been updated. The demographic form applies only to applicants applying for purpose area #1 (COPS Office).
- The budget worksheet was redesigned to be more user friendly and to reflect software updates.
- Project abstracts for each purpose area are new and required for FY 2018.
- OVW removed the restriction that no more than 50% of the budget for purpose area #5 (Violence Against Women Tribal Governments program) can go to services for youth and services for children exposed to violence.
- The scope of allowable funding options under purpose area #4 (Tribal Justice System Infrastructure Program) has been expanded to include using funds to build prefabricated or permanent modular facilities.

As in prior years, the FY 2018 CTAS refers to the DOJ's Tribal Government-specific competitive grant programs as purpose areas (PA). Applicants may select the PA(s) that best address tribes' concerns related to public safety, criminal and juvenile justice, and the needs of victims and survivors of domestic violence, sexual assault, dating violence, and stalking.

In response to a single tribal or tribal consortium application requesting funds from multiple purpose areas, multiple awards may be made. Purpose areas may be funded and administered by different DOJ program offices (see part C "Purpose Areas—Snapshot" in the FY 2018 CTAS, which identifies the DOJ program office that manages each purpose area). DOJ anticipates that awards will be managed by the awarding DOJ program office.

Changes to DOJ grant programs enacted with the passage of the Tribal Law and Order Act (TLOA) continue to be incorporated into the FY 2018 CTAS. For more information regarding the TLOA, please visit www.justice.gov/tribal/.

This coordinated approach will apply only to requests for grant funding made in response to this solicitation, which is for FY 2018 grant funding, specifically for federally recognized tribes and tribal consortia. Tribes and tribal consortia may be eligible for and are encouraged to submit separate applications to any non-Tribal Government-specific DOJ grant programs for which they may be eligible. For information on additional funding sources, please go to www.grants.gov and the websites of individual federal agencies.

The DOJ components offering Tribal Government-specific grant resources through the nine purpose areas identified in the FY 2018 CTAS are listed here. For more information on each component, please see www.justice.gov/tribal/.

- Office of Community Oriented Policing Services (COPS Office)
- Bureau of Justice Assistance (BJA-OJP)
- Office for Victims of Crime (OVC-OJP)
- Office on Violence Against Women (OVW)
- Office of Juvenile Justice and Delinquency Prevention (OJJDP-OJP)

3. What are the advantages for submitting the application in this manner?

- Tribal Government–specific funding across many DOJ components is available and described at one time so that tribes can see many funding opportunities and, based on their specific needs, request funding that is best aligned with such needs.
- CTAS provides the opportunity for tribes and tribal consortia to engage in comprehensive planning and be strategic in their request for funding. The application process provides the opportunity for tribes to identify their needs and gaps in services that CTAS can address. In reviewing the application, the DOJ will have a better understanding of the Tribal Government’s overall public safety and related needs.
- Only one budget workbook is required.
- One system for submitting grants electronically is used.
- One Response Center to call or email for programmatic questions is available.
- Only one complete and comprehensive application needs to be submitted.
- Enhanced consistency in the DOJ application peer review system across all DOJ components results.
- DOJ is better able to make award decisions to address tribes’ needs on a more comprehensive basis.

4. What are the purpose areas?

DOJ's Tribal Government-specific competitive grant programs outlined in the FY 2018 CTAS are referred to as purpose areas (PA). Applicants may apply for funding under the PA(s) presented here that best address tribes' concerns related to public safety; criminal and juvenile justice; and the needs of victims and survivors of domestic violence, sexual assault, dating violence, and stalking. Following is a list of the purpose areas. For detailed information for each purpose area, see part F of the 2018 CTAS.

1. Public Safety and Community Policing (COPS Office)
2. Comprehensive Tribal Justice Systems Strategic Planning (BJA)
3. Tribal Justice Systems (BJA)
4. Tribal Justice System Infrastructure Program (BJA)
5. Violence Against Women Tribal Governments Program (OVW)
6. Children's Justice Act Partnerships for Indian Communities (OVC)
7. Comprehensive Tribal Victim Assistance Program (OVC)
8. Juvenile Tribal Healing to Wellness Courts (OJJDP)
9. Tribal Youth Program (OJJDP)

FAQs for each purpose area are provided later in this document. Note that some purpose areas have specific eligibility criteria, which are set forth in the 2018 CTAS.

5. Does this single application process apply only to federally recognized Tribal Governments?

Yes. In general, only federally recognized Indian tribes are eligible to apply. Applicants are limited to federally recognized Indian tribes, as determined by the Secretary of the Interior, and tribal consortia consisting of two or more federally recognized Indian tribes. Under the eligibility exception for Purpose Areas # 5, 6, and 7, an organization acting as the authorized designee of a federally recognized Indian tribe may apply. However, applicants should also review the general eligibility exception relating to political subunits at question #28 and the specific eligibility exceptions for purpose areas #1, 5, 6, 7, 8, and 9, which are set forth in the solicitation. To access a current list of federally recognized tribes, see 82 Federal Register 4915 (January 17, 2017) at <https://www.gpo.gov/fdsys/pkg/FR-2017-01-17/pdf/2017-00912.pdf>.

6. Does a tribe or tribal consortium have to submit an authorizing resolution?

For FY 2018 CTAS, applicants will be asked to submit documentation reflective of their legal authority to apply for funds under CTAS on behalf of their tribes. Recognizing that tribes have different forms of tribal governance and that tribal laws vary, no particular form of documentation will be required.

Rather, applicants may submit a resolution, letter, affidavit, or other documentation, as appropriate for that tribe, certifying that the applicant has the legal authority to apply for CTAS awards on behalf of the tribe. **This documentation must be current, must be sufficient to demonstrate authority for the application, must contain authorized signature(s), and must be submitted by the application's due date.**

Regarding a **tribal consortium** application, the applicant must submit documentation of authority as described above from each tribal consortium member, unless existing consortium bylaws or other tribal governance documents allow action without explicit authorization from the member tribes in the consortium. If such an exception applies, the applicant must include in its application a copy of the bylaws or other governance documents that allow the tribal consortium's action without explicit support from all consortium members. **This documentation must be current, must be sufficient to demonstrate authority for the application, must contain authorized signature(s), and must be submitted by the application's due date.**

****If a tribal consortium does not include in its application sufficient legal evidence to demonstrate that it is authorized to apply, then the application will not proceed to peer review.**

If the applicant is a **tribal designee**, it is eligible to apply **only** under Purpose Area #5, OVW Tribal Governments Program, Purpose Area #6, OVC Children's Justice Act Partnerships for Indian Communities, or Purpose Area #7, OVC Comprehensive Tribal Victim Assistance Program. For these purpose areas, the applicant will need to include with its application a copy of a tribal resolution or other appropriate grant of legal authority from the tribe, which must (1) authorize the applicant to submit an application on behalf of the federally recognized Indian tribe; and (2) state the tribe's support for the project and its commitment to participate in the project if it is selected for funding. **This documentation must be current, must be sufficient to demonstrate authority for the application, must contain authorized signature(s), and must be submitted by the application's due date.**

As stated in the "Important Warning" boxes in the solicitation, each tribe or tribal consortium will be allowed only one application submission. If a tribe submits more than one application, only one application will be considered in the review process. A tribe may apply as part of a consortium and also submit its own independent application in response to the 2018 CTAS, provided that this independent application is submitted for funding for activities that are distinct from those activities for which the tribal consortium has applied.

7. What am I required to submit in the application?

Section D of the FY 2018 CTAS, “What an Application Should Include,” contains detailed information about the items that must be submitted in an application. See also section K of the FY 2018 CTAS, “Application Checklist,” for a complete list of required and recommended attachments.

8. May I apply for more than one purpose area?

Yes. You may apply for as many purpose areas as needed (of those purpose areas for which you are eligible to apply).

9. Are there specific requirements for each purpose area?

Yes. See section F of the FY 2018 CTAS, “Purpose Areas-Specific Information,” for information about the requirements specific to each purpose area.

10. What DOJ grant programs relevant to tribal organizations are *not* included in the Coordinated Tribal Assistance Solicitation?

- Office on Violence Against Women Tribal Coalitions Program
- Office on Violence Against Women Tribal Sexual Assault Services Program
- Training and Technical Assistance Programs
- BJA Tribal Civil and Criminal Legal Assistance grants, training, and technical assistance
- Non-Tribal Government-specific competitive grants (tribes may compete for non-Tribal Government-specific grants separately)

11. How long will the solicitation be open?

The solicitation is open from January 3, 2018, until March 20, 2018. All applications are due by 9:00 p.m. Eastern Time on March 20, 2018. Applications submitted after this deadline date and time will not be considered for funding.

12. What are the amounts and time periods of the awards for each purpose area?

All awards will be for three years with the exception of the awards under purpose area #2, which will be for a two-year planning period, and under purpose areas #8 and #9, which will be for four years. See section F, part II of the FY 2018 CTAS for a complete list of purpose areas and their estimated award amounts.

13. When will my tribe know if the application is selected for funding?

Applicants will be notified by September 30, 2018, whether their applications were selected for funding.

14. How do I determine who is the authorized recipient official for the application?

For an applicant Indian tribe, the authorized recipient official is the principal official of the applicant tribe or a designated official, as determined by the applicant tribe, who has legal authority to enter into an agreement on behalf of the tribe and to legally bind the tribe to that agreement. For an applicant that is not an Indian tribe, such as an applicant to those purpose areas for which tribal designees may be eligible, the authorized recipient official is the individual (such as a chief executive officer of the applicant) who has legal authority to enter into an agreement on behalf of the applicant and to legally bind the applicant to that agreement.

Only one authorized recipient official can be named in the application.

15. Where can I find more information about the DOJ offices involved in CTAS?

Information about the DOJ offices involved in CTAS is available online; you can find information about the Office of Justice Programs (OJP) at www.ojp.gov/, the Bureau of Justice Assistance (BJA) at www.bja.gov, the Office of Community Oriented Policing Services (COPS Office) at www.cops.usdoj.gov/, the Office on Violence Against Women (OVW) at www.justice.gov/ovw, the Office for Victims of Crime (OVC) at www.ojp.usdoj.gov/ovc, and the Office of Juvenile and Justice and Delinquency Prevention (OJJDP) at www.ojjdp.gov/. Information about the FY 2018 CTAS also can be found online at www.justice.gov/tribal.

16. Who do I contact if I need help?

For more information, please refer to our Tribal Justice and Safety website: www.justice.gov/tribal.

For technical assistance with submitting an application, contact the Grants Management System (GMS) Support Hotline at 888-549-9901, option 3, or by email at GMS.HelpDesk@usdoj.gov. The GMS Support Hotline hours of operation are Monday–Friday (except US Federal Government holidays; see <https://www.opm.gov/policy-data-oversight/snow-dismissal-procedures/federal-holidays/#url=2017>) from 6:00 a.m. to 12:00 midnight, Eastern Time (ET).

For programmatic and general assistance with the solicitation requirements, contact the Response Center at 800-421-6770 or by email at tribalgrants@usdoj.gov. The Response Center's hours of operation are Monday–Friday (except US Federal Government holidays; see

<https://www.opm.gov/policy-data-oversight/snow-dismissal-procedures/federal-holidays/#url=2017>)

from 9:00 a.m. to 5:00 p.m. Eastern Time (ET). The Response Center will remain open on the solicitation closing date until 9:00 p.m. Eastern Time (ET).

17. May a tribe apply for funding both as part of a consortium and as an individual tribe?

Yes. A tribe may apply as part of a consortium and also submit its own independent application in response to the FY 2018 CTAS, provided that the tribe's independent application seeks funding for activities that are distinct and separate from those activities for which the tribal consortium is seeking funding. For example, a tribe could apply under purpose area #3 as part of a consortium that is requesting funding for a drug and alcohol prevention project to serve all of the participating tribes. The same tribe could also apply independently under purpose area #3 for funding for a drug and alcohol treatment program to serve court-involved individuals. Because the applications are requesting funding for distinct and separate projects, the tribe may submit both applications.

18. For the Tribal Community and Justice Profile section of a consortium application, does the application need to address each member tribe specifically or should it address the consortium as a whole?

The Tribal Community and Justice Profile for a consortium application should address the service area of the consortium as a whole.

19. How many performance measures do we need to have for each purpose area?

See section F, part IV, of the FY 2018 CTAS for information about performance measure requirements. In addition, many of the purpose area templates describe what is required when addressing performance measures. You should address all performance measures listed for each purpose area for which you are applying.

20. Is there a page limit on the number of other attachments?

There is a 15-page limit for the Tribal Community and Justice Profile and a 15-page limit for each Purpose Area narrative. There is no page limit for other attachments, but there is a size limit. No single attachment may exceed 20 megabytes.

21. If we have a current grant under one of the purpose areas, are we eligible under that area?

CTAS FY 2018 OVW's purpose area #5, OVC's purpose areas #6 and #7, and OJJDP's purpose areas #8 and #9 have specific restrictions on applications by tribes with current grants. See the specific purpose area requirements in the FY 2018 solicitation for information about these restrictions.

For purpose areas #1–4, all federally recognized tribes are eligible to apply for FY 2018. However, a tribe with current funds that are not expiring should not seek funding for a project that is already covered by existing funding, but may seek funding to expand or enhance existing projects or to start a new project.

22. If we apply for more than one purpose area, is it possible that only some purpose areas could get funded? Or is it all or none?

Each application responding to a purpose area will be reviewed individually by the DOJ component that manages that purpose area. Once all purpose area applications have been reviewed, the appropriate DOJ components will discuss their funding recommendations and coordinate in making award decisions, for example to coordinate in making awards that addressing directly related needs. An applicant may therefore receive an award under one, some, or none of the purpose areas for which the applicant has applied. Applicants that receive multiple awards must maintain the grant funds separately and file all required reports for each grant awarded with the applicable DOJ component.

23. Can a tribe or a department of a tribe submit an application *other* than to the Coordinated Tribal Assistance Solicitation?

Yes. The CTAS is a coordinated solicitation for certain Tribal Government–specific grant programs, but the DOJ administers many other grant programs for which tribes may be one of many eligible entities. Tribes or tribal consortia may submit applications for any other DOJ grant funding opportunity for which tribes are eligible. Please visit www.grants.gov on a regular basis for a listing of all funding opportunities.

24. Is the Tribal Law and Order Act incorporated into the CTAS?

Yes. The Tribal Law and Order Act (TLOA) affected different grant programs in different ways. All of these changes were incorporated into the CTAS. For more information on the TLOA, see www.justice.gov/tribal/.

25. Is the Violence Against Women (VAWA) Reauthorization of 2013 reflected in the CTAS?

Yes. Applicable purpose areas have been updated to allow activities related to special domestic violence criminal jurisdiction as authorized through the VAWA.

26. Are Alaska village corporations and regional corporations eligible to apply for the CTAS?

Yes. Both regional and village corporations established pursuant to the Alaska Native Claims Settlement Act are eligible to apply for all purpose areas under the CTAS based on the following statutory definition of “Indian tribe,” which applies to all purpose areas:

"Indian tribe" means any Indian tribe, band, nation, or other organized group or community, **including any Alaska Native village or regional or village corporation as defined in or established pursuant to the Alaska Native Claims Settlement Act (85 Stat. 688) [43 USC §§ 1601 et seq.]**, which is recognized as eligible for the special programs and services provided by the United States to Indians because of their status as Indians. [Emphasis added.]

27. Are political subunits of Indian Tribal Governments (e.g., tribally recognized chapters or individual reservation(s)) under a larger federally recognized tribe eligible to apply for funding?

Yes, under very limited circumstances and only with prior approval obtained from DOJ prior to the application deadline. Procedures and other information related to obtaining such approval are below.

In general, only one application will be accepted from each tribe or tribal consortium. If a tribe or tribal consortium (including all agencies within that tribe or tribal consortium) submits more than one application, only one application will be considered in the review process.

However, in addition to accepting an application from each individual tribe, the DOJ may accept a single application from a political subunit of a federally recognized Indian Tribal Government after DOJ review and approval of tribal documentation in support of the political subunit’s eligibility to submit a separate application for funding to serve citizens within that political subunit.

The DOJ will review the eligibility of a political subunit to submit an application (separately from the federally recognized Indian Tribal Government that includes such subunit, or the “parent tribe”) on a case-by-case basis. A political subunit of a federally recognized Indian Tribal Government seeking to apply under the FY 2018 CTAS **must** receive DOJ approval to submit an application **prior to the application deadline**.

Procedure for submitting a request for eligibility review:

In order to obtain DOJ approval to submit an application, a political subunit seeking to apply on its own must submit documentation that demonstrates the political subunit's legal authority to submit its own application (separately from a parent tribe's application). The political subunit seeking such approval must submit this documentation to the attention of Emily Gallas, Assistant General Counsel, Office of the General Counsel, Office of Justice Programs, by email, fax, or expedited/overnight mail (use of mail service with package tracking capability is strongly encouraged) that must be **received by OJP by no later than 9:00 p.m. Eastern Time on March 20, 2018**, in order for the political subunit's request to receive DOJ review and consideration.

(Please note: Potential applicants that are political subunits seeking approval to submit a CTAS application should still observe the February 6, 2018, date by which applicants are strongly encouraged to register in GMS in preparation for application submission. See section H of the solicitation, titled "How to Apply," for more details regarding registration.)

Address information for submission of request for eligibility review:

Email:

Emily.Gallas@usdoj.gov (email subject line should read: "CTAS Eligibility Review Request for [insert name of tribal political subunit]")

Fax:

202-307-1419

Expedited/overnight mail:

Emily Gallas, Assistant General Counsel
Office of the General Counsel
Office of Justice Programs
Rm 5400
810 7th Street NW
Washington, DC 20001

28. Is the Demographic Form scored?

The Demographic Form is only required for purpose area #1 applicants. For purpose area # 1 applicants, the Demographic Form is scored based on the data included and is worth 5% of the total score. Where applicants are not able to provide specific data, the score will be determined by the applicant's explanation for not being able to provide the requested information. In accordance with TLOA's mandate to consider crime data and staffing needs in COPS Office funding decisions, the COPS Office scores the Demographic Form partly for completeness and partly based on the crime data and staffing levels provided.

29. May a tribe request funding to host events or to provide food or beverage at events, such as meetings, conferences or trainings?

Generally, funding may not be used to purchase food or beverages for any meeting, conference, training, or other event under any CTAS purpose area. Exceptions may be available in very rare and unique circumstances with the approval of the awarding office.

Applicants are encouraged to review the guidance on conference approval, planning, and reporting that is available in the DOJ Grants Financial Guide on the OJP website at <https://ojp.gov/financialguide/DOJ/index.htm>. This guidance sets out the current policy, which requires all funding recipients that propose to hold or sponsor conferences (including meetings, trainings, and other similar events) to minimize costs; requires review and prior written approval of most conference costs for cooperative agreement recipients (and certain costs for grant recipients); and generally prohibits the use of funding to provide food and beverages at conferences. The guidance also sets upper limits on many conference costs, including facility space, audio and visual services, logistical planning services, programmatic planning services, and food and beverages (in the rare cases where food and beverage costs are permitted at all).

Prior review and approval of conference costs can take time (see the guidance for specific deadlines), and applicants should take this into account when submitting proposals. Applicants also should understand that conference cost limits may change and that they should check the guidance for updates before incurring such costs.

DOJ may make exceptions to the general prohibition on using award funding for food and beverages, but will do so only in rare cases where food and beverages are not otherwise available (e.g., in extremely remote areas); the size of the event and capacity of nearby food and beverage vendors would make it impractical to not provide food and beverages; or a special presentation at a conference requires a plenary address where conference participants have no other time to obtain food and beverages. Any such exception requires prior written approval from the awarding agency. The restriction on food and beverages does not apply to water provided at no cost, but does apply to any and all other refreshments, regardless of the size or nature of the meeting. In addition, this restriction does not affect direct payment of per diem amounts to individuals in a travel status under your organization's travel policy

30. What is considered a good application?

When planning and writing a grant application, it is important to remember that most applications are submitted in a highly competitive forum. No grant application is guaranteed to receive funding, because hundreds of grant applications may be submitted to compete for the funds. Given this fact, applicants must view their grant application as a document with at least two goals: (1) to inform the reader of their plans, and (2) to persuade the reader that their projects are worthy of funding. Samples of successful applications can be obtained at <https://www.justice.gov/tribal/open-solicitations> or by contacting the Response Center at 800-421-6770 or by email at tribalgrants@usdoj.gov. The Response Center's hours

of operation are Monday–Friday (except US Federal Government holidays; see <https://www.opm.gov/policy-data-oversight/snow-dismissal-procedures/federal-holidays/#url=2017>) from 9:00 a.m. to 5:00 p.m. Eastern Time (ET). The Response Center will remain open on the solicitation closing date until 9:00 p.m. Eastern Time (ET).

31. What is the maximum consultant rate for each DOJ component involved with CTAS?

The maximum daily consultant rate is \$650.

Note: Grantees must maintain documentation even for consultants below the rate.

The documentation must show that whatever rate the consultant is paid is appropriate for the type of work performed, the consultant's expertise, and prior work at that or a higher rate.

32. Is there a required format for the project timeline and where can I find a sample?

No, there is not a required format for the project timeline. A sample project timeline template can be found at www.justice.gov/tribal/.

33. What is P25 Technology?

Project 25 (P25) is the standard for the design and manufacture of interoperable digital two-way wireless communications products. Developed in North America with state, local, and federal representatives and Telecommunications Industry Association (TIA) governance, P25 has gained worldwide acceptance for public safety, security, public service, and commercial applications. In addition, P25 is a partnership between the public safety community and industry to develop a suite of open architecture standards for digital Land Mobile Radio (LMR) equipment, features, and interfaces.

34. Why P25/what are the benefits?

P25 is intended to benefit the public safety community by

- improving radio spectrum resource use;
- promoting marketplace competition for interoperable products;
- enabling interoperable communications within and among public safety agencies;
- providing backward compatibility;
- establishing a staged migration path.

35. Where can I find more information on P25?

For more information on P25, visit this link:

www.safecomprogram.gov/library/Lists/Library/Attachments/334/2012_SAFECOM_Guidance_FINAL.pdf

36. Are there any standards of compliance if I am requesting emergency communications equipment?

Recipients (and subrecipients) that are using program funds to support emergency communications activities should comply with the latest SAFECOM guidance, including provisions on technical standards that ensure and enhance interoperable communications.

37. Why is the OVW Tribal Sexual Assault Services Program (TSASP) not included in the CTAS solicitation?

OVW consulted with tribes on the best way to manage the Tribal Sexual Assault Services Program (TSASP) funding and subsequently decided to issue a separate solicitation for this program. Among other advantages, having a separate solicitation for TSASP allows tribes, tribal organizations, and tribal nonprofit organizations to apply directly for funding. For more information about TSASP, see the past and current TSASP solicitations at <https://www.justice.gov/ovw/grant-programs>.

38. What happens if our tribe does not include a current federal approved indirect cost rate at the time of application?

Indirect costs are generally allowed only if the applicant has a current federally approved indirect cost rate or if the applicant is eligible and elects to charge the *de minimis* indirect cost rate.

Applicants with a current rate agreement at the time of application should attach a copy of the fully executed and approved Indirect Cost Negotiation Agreement to the application. As a condition of the fully executed Indirect Cost Negotiation Agreement, the applicant must apply the approved rate to the appropriate distribution base as listed in Section I: "Rate" of the Agreement. If the rate agreement is expired at the time of the application, then the applicant should be able to demonstrate that negotiations with their cognizant agency for a current rate are in progress. In cases where the rate has expired, attach a copy of the expired fully executed Indirect Cost Negotiation Agreement to the application. The indirect costs will be calculated and approved for budgetary purposes but will be placed on hold until a current fully executed Indirect Cost Negotiation Agreement is submitted to the awarding agency. It is suggested that the applicant use the narrative portion of the Indirect Costs category on the budget detail worksheet to show the computation of the indirect cost distribution base and the total indirect costs.

Applicants that do not have an approved indirect cost rate but wish to negotiate a rate may request one through their cognizant agency, or, if the applicant's accounting system permits, costs may be allocated in the direct cost categories. (Applicant Indian Tribal Governments, in particular, should review Appendix VII to Part 200—States and Local Government and Indian Tribe Indirect Cost Proposals regarding submission and documentation of indirect cost proposals.)

Non-Federal entities that have never received a federally approved indirect cost rate may elect to charge a *de minimis* rate of 10% of modified total direct costs (MTDC), as described in 2 CFR 200.414(f), which may be used indefinitely. (See paragraph D.1.b. in Appendix VII to Part 200—States and Local Government and Indian Tribe Indirect Cost Proposals for a description of entities that may not be eligible to elect to use the *de minimis* rate.) In order to use the *de minimis* indirect rate an applicant would need to attach written documentation to the application that advises DOJ of both the applicant's eligibility (to use the *de minimis* rate) and its election. If the applicant elects the *de minimis* method, costs must be consistently charged as either indirect or direct costs, but may not be double charged or inconsistently charged as both. In addition, if this method is chosen then it must be used consistently for all federal awards until such time as the applicant entity chooses to negotiate a federally approved indirect cost rate.

39. My tribe was awarded a grant under the Coordinated Tribal Assistance Solicitation (CTAS) last year (FY 2017); can I still apply for a grant under the CTAS this year (FY2018)?

Yes, with some exceptions.

- Applicants that received OVW Tribal Governments Program funding in FY 2016 or FY 2017 are not eligible to apply for continuation funding with regard to those FY 2016 or FY 2017 awards or for new funding under purpose area #5. Applicants with OVW Tribal Governments Program awards from FY 2015 or earlier generally are eligible to apply for purpose area #5 funding in FY 2018; however, eligibility may be limited based on the amount of funding remaining in the applicant's FY 2015 or earlier award. See OVW Purpose Area #5 in the FY 2018 CTAS for additional information on these exceptions.
- CTAS FY 2017 Children's Justice Act (purpose area #6) awardees are not eligible to apply for the CTAS FY 2018 Children's Justice Act program.
- CTAS FY 2017 Comprehensive Tribal Victim Assistance (purpose area #7) awardees are not eligible to apply for CTAS FY 2018 Comprehensive Tribal Victim Assistance Program
- Tribes that received OJJDP funding through the FY 2014 Tribal Healing to Wellness Court Responses to Underage Drinking Initiative solicitation or the FY 2015, FY 2016 or FY 2017 CTAS OJJDP purpose area #8 are *not eligible* to apply for CTAS FY 2018 purpose area #8.
- Any active purpose area #9 (OJJDP TYP) awardees that have a period of performance end date on or after June 30, 2019 at the time of application are not eligible to apply for funds under the FY 2018 CTAS purpose area #9.

For the remaining CTAS 2018 purpose areas, if you received a 2017 grant, you may apply in 2018, but you must ensure that the project you are applying for in 2018 is not duplicative of the project you were funded for in 2017.

40. How many applications were received by purpose area in FY 2017 and how many awards were made by purpose area in FY 2017?

FY17 CTAS purpose area	Number of applications received in FY 17 (non-duplicated)	Number of awards made in FY 17
01-Public safety and community policing (COPS Office)	139	64
02-Comprehensive Planning Demonstration program (BJA)	35	5
03-Justice systems and alcohol and substance abuse (BJA)	103	31
04-Corrections and correctional alternatives (BJA)	22	6
05-Violence Against Women Tribal Governments Program (OVW)	70	51
06-Children's Justice Act Partnerships for Indian Communities (OVC)	33	6
07-Comprehensive Tribal Victim Assistance Program (OVC)	26	18
08-Juvenile Justice (OJJDP)	23	8
09-Tribal Youth Program (OJJDP)	81	23

41. What are the requirements of EO 12372 and which purpose areas do they apply to?

Executive Order (EO) 12372 requires applicants from state and local units of government or other organizations providing services within a state to submit a copy of the application to the state single point of contact (SPOC) (https://obamawhitehouse.archives.gov/omb/grants_spsc/) if one exists and if the program has been selected for review. Applicants must contact their state SPOCs to determine whether their programs have been selected for state review. The applicant should enter the date that the application was sent to the SPOC or the reason such submission is not required in the section of the SF 424 that refers to EO 12372.

This is applicable to purpose areas #1 (Public Safety and Community Policing) and #5 (Violence Against Women Tribal Governments Program).

Procurement and training and technical assistance

1. My agency currently receives a grant from DOJ. May I use grant funds to procure the services of a current DOJ-funded training and technical assistance (TTA) provider to assist my agency with the project implementation?

The answer to this question will depend on the specific facts involved in each request. The DOJ will, therefore, make determinations regarding the propriety of entering into contractual agreements with DOJ-funded TTA providers on a case-by-case basis. When considering a grantee or recipient request, the DOJ will consider a number of factors. For example, in some instances, the TTA service(s) that your agency is seeking may be available at no charge to your agency, pursuant to an already existing agreement for a TTA provider to provide such implementation services. For this reason, please submit an official TTA request to your assigned grant or program manager before entering into a contractual agreement with a DOJ-funded TTA provider for project implementation assistance, and we will determine whether there is an appropriate mechanism for TTA delivery.

Furthermore, in accordance with DOJ procurement rules and regulations, award recipients or subrecipients must conduct all procurement transactions in an open, free, and fair competition. This principle applies whether purchasing transactions are negotiated or competitively bid and without regard to dollar value. The DOJ will evaluate the request in light of this basic principle. For example, recipients or subrecipients must exclude from bidding or proposal submission any entities that were involved in developing or drafting the specifications, requirements, statements of work, or requests for proposals for the recipient's project in question.

2. My agency is interested in applying for a DOJ grant. May I request the services of a DOJ-funded training and technical assistance provider in writing my agency's grant proposal?

The DOJ's procurement practices are consistent with the procurement rules and regulations for DOJ award recipients and subrecipients. The DOJ is committed to using fair and transparent processes for making grant award decisions and vendor selection. The DOJ wants to ensure that the award selection process is fair, transparent, and free of undue influence. Thus, the DOJ forbids applicants from using a DOJ-funded training and technical assistance provider staff to fully or partially write grant applications. DOJ-funded training and technical assistance providers generally do not have the resources to fully or partially write grant applications for all applicants interested in submitting an application for selected solicitations. This would create an unfair advantage for any applicants that did receive grant writing services from a DOJ-funded TTA provider. Therefore, it is not a fair practice to fully or partially write applications for some but not all of the applicants that are applying under a solicitation.

Although TTA providers cannot assist in writing grant proposals, there are DOJ resources designed to assist applicants with grant writing. These resources are nationally publicized and available to all applicants. Please contact the appropriate grant solicitation point of contact for more information regarding these resources. DOJ grant regulations and policies are based on the procurement standards

contained in the Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards set forth at 2 CFR Part 200. These guidelines should be used in conjunction with the DOJ Grants Financial Guide.

3. My agency is interested in applying for a DOJ grant. May I request technical assistance from a DOJ-funded training and technical assistance provider to assist me with the competitive application process?

Yes. Applicants may request and obtain technical assistance from a DOJ-funded TTA provider in regard to topic areas, technical questions contained in the grant solicitation, or clarification in reference to application requirements. However, as explained earlier, DOJ-funded TTA providers are prohibited from fully or partially writing the grant application as a service to grant applicants. In addition, DOJ-funded TTA providers are prohibited from reviewing or providing comments on competitive grant applications.

How to apply

1. When should I register in GMS?

You are urged to register in GMS as early as possible and as soon as your tribe believes it will apply for CTAS funding. It is strongly recommended that applicants register no later than February 6, 2018, in order to resolve any difficulties in advance of the application deadline. Steps for registering in GMS can be found in the solicitation.

2. When should I submit my application in GMS?

You are urged to submit your complete application at least 72 hours prior to March 20, 2018.

3. How many applications may I submit?

You will be allowed to submit only one application. It is critical that you hit the “Save” button in GMS to update, revise, and save the application as necessary. Only when the application is complete and contains all requested information stated in the solicitation should you hit the “Submit” button in GMS.

4. What if I realize after I have successfully submitted my application in GMS that I made an error in my application?

An application can be revised in GMS up until the application deadline, March 20, 2018 at 9:00 p.m. Eastern Time. Please note that only the final version of an application submitted in GMS will be considered.

5. What if I experience technical difficulties with GMS?

If you experience technical difficulties at any point during this process, please email the GMS.HelpDesk@usdoj.gov or call 888-549-9901 (option 3), Monday–Friday (except federal holidays) from 6:00 a.m. to 12 midnight Eastern Time.

6. What if my tribe has no Internet access and cannot submit an application electronically to GMS?

For applicants without Internet access who cannot submit an application electronically to DOJ's Grant Management System, please contact the Response Center at 800-421-6770 no later than Thursday, January 25, 2018, to request instructions on how to submit an application by alternative means.

7. I do not have an Excel version or PC that supports the Excel Budget Detail and Narrative worksheet provided for CTAS applicants. What should I do?

This document requires that macros be enabled to work properly, and it will only be fully functional with Excel 2007 or later versions. In addition, Excel 2008 version for Macintosh PCs may not run the macros for the CTAS Budget Detail and Narrative worksheet. If you are in this situation, you are permitted to use other application software (e.g., Microsoft Word) to capture the budget detail and narrative information for your tribe's grant application. You are not required to use the specific budget form, but you do need to capture the same information.

Post-award

1. What is the Federal Funding Accountability and Transparency Act Subaward Reporting System?

The Federal Funding Accountability and Transparency Act of 2006 (FFATA) requires, among other things, that information on federal awards (federal financial assistance and expenditures) be made available to the public via a single, searchable website, which is www.USASpending.gov.

Applicants should anticipate that all recipients of awards of \$25,000 or more under this solicitation, consistent with FFATA, will be required to report award information on any first-tier subawards totaling \$25,000 or more, and, in certain cases, to report information on the names and total compensation of the five most highly compensated executives of the recipient and first-tier subrecipients.

The FFATA Subaward Reporting System (FSRS), accessible via the Internet at www.fsrs.gov, is the reporting tool recipients under this solicitation will use to capture and report subaward information and any executive compensation data required by FFATA. The subaward information entered in FSRS will then be displayed on www.USASpending.gov associated with the award, furthering federal spending transparency.

Each applicant entity must ensure that it has the necessary processes and systems in place to comply with the applicable reporting requirements should it receive funding. Tribes without Internet access for whom this requirement would be problematic should contact the Response Center at 800-421-6770 or by email at tribalgrants@usdoj.gov to discuss alternatives.

For additional information, you can review information in the DOJ Grants Financial Guide.

2. Now that the Central Contractor Registration is gone, what do I need to do?

At the end of July 2012, the Central Contractor Registration (CCR) system went away. The CCR, along with federal agency registration, the Online Representations and Certifications Application (ORCA), and the Excluded Parties List System (EPLS), were migrated into the new SAM system. In order to manage your information, you must register with the SAM system. If you had an active record with CCR, you have an active record with SAM; however, you must create a new login to access your record. As in the past, you must maintain an active registration until you submit the final financial report required under the award or receive the final payment, whichever is later. This requires that you review and update the information at least annually after the initial registration and more frequently if required by changes in your information or another award term.

For additional information regarding the requirement that certain entities must register and maintain information in SAM, you may view the award condition “System for Award Management (SAM) and Universal Identifier Requirements,” accessible via the following web page:

www.ojp.gov/funding/Explore/SAM.htm for OJP and <https://www.justice.gov/ovw/grantees> for OVW.

3. Is there a cost to tribes for using the System for Award Management (SAM)?

No, the System for Award Management (SAM) is a Federal Government–owned and -operated free website that consolidates the capabilities in CCR/FedReg, ORCA, and EPLS. The address for the government owned and operated website is <https://www.sam.gov/portal/public/SAM/>. Please be aware of *nongovernment* websites that may offer services related to the SAM system, as these are not authorized or approved by the US Department of Justice.

Purpose areas

Purpose Area #1 - Public safety and community policing (COPS Office – Tribal Resources Grant Program-Hiring and Tribal Resources Grant Program-Equipment/Training)

1. My tribe is considering applying for Purpose Area #1 funding. How can I tell if my agency is eligible to apply?

Only federally recognized Indian Tribal Governments, as determined by the Secretary of the Interior, may apply. This includes Alaska Native villages and tribal consortia consisting of two or more federally recognized Indian tribes. Furthermore, to qualify under Purpose Area #1, applicants must have an established law enforcement agency that is operational as of March 20, 2018, which is the close of this solicitation, or receive services through a new or existing contract for law enforcement service with the Bureau of Indian Affairs (BIA) or a state or local agency. We will not provide funding for startup agencies under this program; however, if the entity has passed appropriate resolutions establishing a police department and has dedicated funding toward that department prior to the application deadline, they will be considered for funding.

2. What is an established law enforcement agency for purposes of eligibility for COPS Office funding?

A law enforcement agency is established and operational if the jurisdiction has passed authorizing legislation and it has a current operating budget.

3. What projects can be supported under Purpose Area #1?

There are a variety of allowable costs tribes can request under Purpose Area #1. The COPS Office has provided a list of allowable and unallowable costs, which can be found at www.justice.gov/tribal/. Under Purpose Area #1, applicants may request funding for newly hired or rehired officers, Village Public Safety officers, law enforcement equipment and technology, and law enforcement training, including the following:

Strategic planning. Strategic planning activities related to community policing.

Hiring. Approved entry-level salaries and fringe benefits of newly hired or rehired full-time sworn career law enforcement officers, including Village Public Safety Officers; salaries and fringe benefits for methamphetamine coordinator; background investigations for newly hired officer positions. Positions may be requested specifically to address methamphetamine issues within the tribe.

Equipment. Law enforcement equipment, uniforms, bullet-proof vests, basic-issue equipment, and police vehicles, such as police cars, SUVs, ATVs, boats, etc. (as needed for law enforcement purposes) to include anti-methamphetamine activities; technology such as computer hardware and software, mobile data terminals, narrow-band radio upgrades, and dispatch and communication systems. Applicants who

do not already have an information gathering system compatible with the FBI Uniform Crime Reporting (UCR) system are encouraged to apply for funds to pay for National Incident-Based Reporting System (NIBRS)/UCR compliant crime data systems.

Training. Law enforcement training, such as basic and comprehensive or specialized police training at a state academy or the Indian Police Academy in Artesia, New Mexico, as well as community policing, computer, and crime reporting (e.g., NIBRS) training. To include anti-methamphetamine training.

Travel. Airfare, lodging, and mileage reimbursement for meeting or training costs related to purpose area activities, including costs associated with any DOJ-required training. Applicants must budget travel costs for attendance at the following DOJ training: one DOJ CTAS orientation meeting for two people (for budgeting purposes, please use Washington, D.C., as the location for this meeting). See the GSA website to determine allowable per diem travel costs: www.gsa.gov/portal/category/21287.

Overtime. Overtime for sworn officers engaging in community policing related activities is an allowable cost; however, any overtime expenses requested for sworn officer positions must be listed in the “Other Costs” section of your application’s budget. Overtime expenses must exceed the expenditures that your agency is obligated or funded to pay in its current budget.

4. What information must I include under the Purpose Area #1?

Using the Purpose Area #1 template, applicants are required to provide information demonstrating how grant funding will be used to increase their involvement in community policing. Answers to the narrative questions in this section should be specifically linked to the community policing activities to be implemented or enhanced through the grant project.

5. My Tribal Government has multiple components of law enforcement departments (e.g., Department of Public Safety and Fish and Wildlife Department) that we are including in our request under Purpose Area #1. Do we need to report cumulative full- and part-time budgeted sworn force strength numbers for all departments?

Your application should report all cumulative, full- and part-time budgeted sworn force strength numbers for all law enforcement departments in your tribe that would receive funding through this request if awarded. The total number of sworn law enforcement officers in your tribe includes all sworn officers in all law enforcement agencies your tribe may have (police department, fish and game, natural resources, etc.)

6. How much funding is my tribe eligible to receive under Purpose Area #1?

Due to the decreased funding amount available and increasing competitive nature of TRGP, the COPS Office will continue to impose caps on FY 2018 awards. Tribes with a sworn force of 1–9 sworn officers are eligible for up to \$300,000 in COPS Office awards; tribes with a sworn force of 10–19 sworn officers are eligible for up to \$600,000 in COPS Office awards; and tribes with a sworn force of 20 or more officers are eligible for up to \$1,000,000 in COPS Office awards.

7. How many officers should our tribe request?

Although there is not a predetermined number of officers a tribe may request funding for, the COPS Office has provided sworn officer request guidelines that will help tribes determine their need along with our evaluation criteria for funding. The guidelines and evaluation criteria can be found at www.justice.gov/tribal.

8. Will my tribe receive the total amount of funding we requested under Purpose Area #1?

Purpose Area #1 grants are intended to meet the most pressing, otherwise unfunded law enforcement needs of tribal applicants. However, grant awards may be limited based on the availability of funding and size of the tribe's sworn force.

9. Is there a local match requirement under Purpose Area #1?

No. Purpose Area #1 grants will provide 100 percent of the funding for approved law enforcement hiring, equipment/technology, and training costs.

10. What is the length of the grant award?

Purpose Area #1 grants are for a 36-month implementation period. If your tribe is awarded a grant, it will receive funding to cover the entry-level salary and benefits of full-time awarded officer positions or one-time purchases for allowable costs incurred during the 36 months following the grant award start date, unless an extension for additional time is granted.

11. My tribe's law enforcement agency needs additional officer positions. Can we apply for funding to include these positions?

Yes. Purpose Area #1 grants for 2018 do include hiring grants for newly hired or rehired full time sworn officer and Village Public Safety Officer positions.

12. If we are awarded a grant, will our Tribal Government be subjected to monitoring, reporting, and evaluation requirements?

Federal regulations require that any financial assistance from the Federal Government be monitored to ensure that those funds are spent properly. Awarded agencies will be responsible for submitting periodic programmatic progress reports and quarterly Federal Financial Reports. In addition, the COPS Office is interested in tracking the progress of its programs and the development of its grantees' community policing plans. Therefore, all grantees will be required to cooperate with grant monitoring activities of the US Department of Justice, including the COPS Office, the Office of the Inspector General, or an entity designated by the COPS Office.

The COPS Office monitoring staff may take a number of monitoring approaches, such as site visits, office-based grant reviews, and periodic surveys to gather information. The COPS Office may seek information including your agency's compliance with nonsupplanting and financial requirements of the

grant and progress toward achieving your community policing plan. COPS Office Grant Program and Monitoring Specialists, as well as auditors, are particularly interested in confirming that the purchase of approved items is consistent with the applicant's proposal.

13. Will my tribe be responsible for submitting progress reports to the COPS Office for Purpose Area #1?

Yes. To assist in fulfilling the DOJ's responsibilities under the Government Performance and Results Act (GPRA), P.L. 103-62, applicants who receive grant funding must provide data that measures the results of their work. As part of the periodic progress reports, grantees must report on their progress toward implementing community policing strategies.

14. Would the COPS Office Purpose Area #1 allow for the purchase of a database system which would allow multiple databases throughout tribal departments to share information pertinent to law enforcement?

Yes.

15. Would the COPS Office Purpose Area #1 allow for the hiring of officers or purchase of equipment which would benefit multiple law enforcement agencies or governments, including nontribal law enforcement?

Tribal Resources Grant Program funding must be used for law enforcement activities or services that benefit your agency and the population that it serves. The items funded under the TRGP cannot be used by other agencies unless the items benefit the population that your agency serves. Your agency may use the items funded under the TRGP award to assist other law enforcement agencies under a resource sharing, mutual aid, or other agreement to address multijurisdictional issues as described in the agreement.

16. Are tribal conservation departments eligible to receive grant funding under Purpose Area #1?

Yes, if a tribe's conservation department has primary law enforcement authority, it is eligible to receive grant funding under Purpose Area #1 as part of a tribe's single application. For clarification and as stated in the solicitation, applicants must have an established law enforcement agency, an existing contract with the Bureau of Indian Affairs (BIA) for law enforcement services, or an existing contract with a state or local agency for law enforcement services.

17. Can our police department request additional funding for Purpose Area #1 if they received a grant for this year already through the COPS Office?

Yes, you can apply under Purpose Area #1 if you are an existing grantee.

18. Must the law enforcement agency retain hired officers after the grant period ends?

Yes. Tribes must plan to retain grant hired officers for 12 months after the expiration of the grant.

19. CTAS does not have the Tribal Methamphetamine Enforcement purpose area; may items still be requested to address methamphetamine issues facing the tribe?

Yes. Although the Methamphetamine Enforcement purpose area is not available, tribes may request officers, meth coordinators, and equipment to address a methamphetamine problem within the tribe. Tribes may request funding for salaries and benefits for a methamphetamine coordinator. However salaries and benefits for other civilian positions/personnel are not allowed.

20. Does the COPS Office pay for background checks?

Yes, the COPS Office does pay for background checks for newly hired officers. Although they are not required, background checks are highly recommended.

21. Can my tribe use funds to establish a new or supplement an already existing contract for law enforcement services with BIA, state, or local law enforcement?

Yes. Funds awarded under the hiring portion of Purpose Area #1 may be used to establish a new contract or supplement an existing contract for law enforcement services. This contract does not have to be in place at the time of application, but must be in place prior to drawdown of funds, if awarded. Only federally recognized Indian Tribal Governments, as determined by the US Secretary of the Interior, may apply. This includes Alaska Native villages and tribal consortia consisting of two or more federally recognized Indian tribes. Furthermore, to qualify under Purpose Area #1, applicants must have an established law enforcement agency that is operational as of March 20, 2018, which is the close of this solicitation, or receive services through a new or existing contract for law enforcement service with the Bureau of Indian Affairs (BIA) or a state or local agency. We will not provide funding for startup agencies under this program; however, if the entity has passed appropriate resolutions establishing a police department and has dedicated funding toward that department prior to the application deadline, they will be considered for funding.

22. What is the definition of career law enforcement?

The COPS Office statute defines a career law enforcement officer as an officer hired on a permanent basis who is authorized by law or by a state or local public agency to engage in or supervise the prevention, detection, or investigation of criminal law violations.

23. Does the civilian meth coordinator position need to be retained for 12 months after the completion of the grant?

No, a civilian meth coordinator position is not subject to the COPS Office retention requirement.

24. Under purpose area #1, may grantees use funding to rehire laid-off officers or rehire officers who are scheduled to be laid off?

Yes. COPS Office TRGP-Hiring funding may be used to rehire officers who have been laid off due to state and local funding cuts or rehire officers that are scheduled to be laid off at a specific future date. Grantees must continue to fund the officers with their own funds from the grant award start date(s) until the date of the scheduled layoff(s). Grantees must keep records related to the layoff(s) and rehire(s) in their grant files for future monitoring and audit purposes.

Note: COPS Office TRGP-Hiring funding is based on the agency's entry-level salary and benefits package, and any additional costs beyond entry-level for the rehired officers must be paid by the agency with its own funding.

25. Under purpose area #1, what type of documentation should be maintained in an agency's grant file regarding layoff(s) and rehire(s)?

- The date of the layoff(s) or pending layoff(s)
- The number of officers laid off or who will be laid off
- The number of officers who will be rehired with COPS hiring funds
- The date of the rehire(s)
- The reason for the layoff(s) or pending layoff(s) (specifically showing reasons unrelated to the receipt of COPS Office funding)

26. What are examples of supporting documentation to show that layoffs are not related to the receipt of COPS Office funds?

- Budget documents
- Local council meeting minutes discussing the budget cuts and layoffs; personnel directives given to officers scheduled for layoff
- Other documentation prior to the date of the application announcement explaining why the layoffs occurred

27. What fringe benefits are the allowable?

For more information on what fringe benefits are allowable, refer to the allowable and unallowable cost list at <https://www.justice.gov/tribal/>.

28. When entering entry-level salaries for each year, can we include the customary 3 percent cost-of-living allowance (COLA) increases for years 2 and 3?

Applicants will enter the first year as the current entry-level salary that has been approved by the agency, then enter year 2 as 3 percent higher than year 1 and year 3 as 3% higher than year 2.

29. What documentation are we required to submit if we want to include indirect costs on our Budget Detail Worksheet?

Funding requests for indirect costs are only allowable if the applicant has a current federally approved indirect cost rate. You must submit a signed copy of the fully executed and approved Indirect Cost Negotiation Agreement with the application. If the rate agreement is expired at the time of application, the approved amount of indirect cost will be calculated and placed on hold until a current fully executed and approved Indirect Cost Negotiation Agreement is submitted to the awarding agency. If a current rate agreement is not provided by the grant end date, the total amount of funds budgeted as indirect costs may be disallowed and deobligated during closeout of this award.

30. How do I know if my agency or tribe is eligible to request the de minimis rate of 10 percent for indirect costs?

Nonfederal entities that have never received a federally approved indirect cost rate may elect to charge a de minimis rate of 10 percent of modified total direct costs (MTDC) as described in 2 CFR § 200.414(f), which may be used indefinitely. (See paragraph D.1.b in Appendix VII to Part 200—States and Local Government and Indian Tribe Indirect Cost Proposals for a description of entities that may not be eligible to elect to use the de minimis rate.)

31. May purpose area #1 funding be used to fund overtime for sworn officers?

Yes. Agencies may request funding for overtime for sworn officers engaging in community policing activities under the Other Costs budget category.

32. Are fringe benefits allowable for requested overtime costs?

Yes, but the only fringe benefits allowable for requested overtime compensation are FICA, Worker's Compensation, and unemployment insurance. The COPS Office will not pay for any other fringe benefits for requested overtime costs. If your agency pays for additional benefits for officer overtime, then your agency will be required to do so with local funds.

33. How much overtime can I request?

Agencies are allowed overtime in general (not tied to a specific officer request). To prevent the request from being too large, the costs will be capped based on the overall award caps as follows:

- 1–9 officers: Maximum \$25,000 in OT costs
- 10–19 officers: Maximum \$50,000 in OT costs
- 20+ officers: Maximum \$75,000 in OT costs

The \$25,000, \$50,000, or \$75,000 figure is the maximum amount for the entire three-year period. Overtime amounts are part of the overall funding caps. In addition, because of the decreased funding amount available and increasing competitive nature of TRGP, the COPS Office will continue to impose caps on FY 2018 awards. Tribes with a sworn force of 1–9 sworn officers are eligible for up to \$300,000 in COPS Office awards; tribes with a sworn force of 10–19 sworn officers are eligible for up to \$600,000

in COPS Office awards; and tribes with a sworn force of 20 or more officers are eligible for up to \$1,000,000 in COPS Office awards.

34. How does the nonsupplanting requirement impact the requested overtime costs?

The nonsupplanting requirement of the COPS Office statute means that COPS Office funds may not be used to supplant or replace local funding which otherwise would have been spent on law enforcement purposes. Specifically, the Violent Crime Control and Law Enforcement Act of 1994, under which all COPS Office grants are made, provides that “[f]unds made available . . . to States or units of local government shall not be used to supplant State or local funds, or, in the case of Indian tribal governments, funds supplied by the Bureau of Indian Affairs, but shall be used to increase the amount of funds that would, in the absence of Federal funds received under this subchapter, be made available from State or local sources . . .” 34 USC § 10384 (a)).

As applied in this instance, this means that overtime grant funds must be used to increase the total amount of funds that would otherwise be made available and dedicated toward overtime. Overtime expenses must exceed the expenditures that an agency is obligated or funded to pay in its current budget.

35. How do I enter overtime costs on my budget worksheet?

As a single line item entry in the “Other Costs” category labeled “Overtime” for the entire eligible amount of overtime that you are requesting (see question 33 “How much overtime can I request?” on page 27). Overtime costs consist of the hourly rate as determined by your agency’s compensation policy, plus the amount of the agency’s portion of fringe benefits applicable to the overtime hourly rate (limited to FICA, Worker’s Compensation, and Unemployment Insurance as described on page 27). Also, keep in mind that your overtime costs may be included in the direct cost base for the purpose of recovering indirect costs.

Purpose Area #2 - Comprehensive Tribal Justice Systems Strategic Planning (BJA, COPS Office, OVW, OJJDP, OVC)

1. What projects are supported under purpose area #2?

Under Purpose Area #2, applicants may request funding to engage in a data-informed planning process to develop a written, justice system-wide strategic plan that will guide justice system development and enhancement to promote community wellness and safety. The strategic planning process is supported by extensive training and technical assistance that is provided by a DOJ-funded TTA provider at no cost to the tribe. The resulting strategic plan will identify the priority needs facing the applicant’s justice system and outline a detailed, strength-based strategy.

Equipment: No equipment should be budgeted for this project. General office equipment such as computers, fax machines, printers, scanners and tools to support data collection and analysis should be included in the “Supplies” or “Other” categories.

Training: DOJ will fund a training and technical assistance provider at *no cost* to grantees to assist in all aspects of the strategic planning process. This includes extensive onsite and office-based support for facilitating the strategic planning process, forming a strategic planning team, conducting a comprehensive needs assessment, identifying community strengths and resources, defining community challenges, developing strategies to strengthen the applicant’s justice system and promote community wellness and safety, and completing the final written strategic plan to be submitted to DOJ. Costs for outside training and technical assistance providers or outside organizations to create a strategic plan for the tribe will *not* be an allowable expense.

Travel: Airfare, lodging, mileage reimbursement, and per diem associated with regional and national meetings or strategic planning trainings, including costs associated with DOJ-required trainings. This should include travel for two people to the required CTAS orientation. Use Washington, D.C., as the destination when calculating the estimated costs for required travel.

2. Can purpose area #2 funds be used for personnel?

Yes, hiring a staff member or contract position as a program manager is an allowable expense for PA #2. Because the strategic planning process requires a lot of coordination across different departments within a tribe, the DOJ encourages the inclusion of a staff person to manage the process. A full or part-time (approximately 75% FTE) project manager to facilitate the planning process and work with the DOJ CTAS PA#2–identified technical assistance provider to coordinate daily activities is strongly recommended. This position can be funded through the mechanism that best suits the tribe, as a staff member or on a contract basis. In addition, funds may be used to support staff or contractors to support the data collection and analysis, including research partners.

3. How much funding is my tribe eligible to receive under Purpose Area #2?

The DOJ plans to award approximately 5 grants, up to \$150,000 per award.

4. What is the length of the grant award?

Purpose area #2 grants are for a two-year period unless an extension of time is granted.

5. If we are awarded a grant, will our Tribal Government be subjected to monitoring, reporting, and evaluation requirements?

Federal regulations require that any financial assistance from the Federal Government be monitored to ensure that those funds are spent properly. Awarded agencies will be responsible for submitting periodic programmatic progress reports and quarterly federal financial reports.

6. Will training and technical assistance (TTA) be provided for PA #2 grantees, and is the training required?

BJA has a dedicated TTA provider to provide extensive support to PA #2 grantees at no cost to grantees. This will include extensive onsite trainings and office-based support for facilitating the strategic planning process, forming a strategic planning team, conducting a comprehensive needs assessment, identifying community strengths and resources, defining community challenges, developing strategies to

strengthen the applicant's justice system and promote community wellness and safety, and completing the final written strategic plan to be submitted to DOJ. PA #2 applicants should budget for two core team members to travel to CTAS orientation. For budgeting purposes only, applicants should use Washington, D.C., to calculate estimated travel costs. The actual training locations will be determined after awards are made.

7. Will my tribe be responsible for submitting progress reports to BJA for Purpose Area #2?

Yes. To assist in fulfilling the DOJ's responsibilities under the Government Performance and Results Act (GPRA), P.L. 103-62, applicants who receive grant funding must provide data that measures the results of their work.

Purpose Area #3 - Tribal Justice Systems (BJA)

1. What projects can be supported under Purpose Area #3?

Allowable projects under this purpose area can develop, support, and enhance adult and juvenile tribal justice systems and the prevention of violent crime and crime related to opioid, alcohol, and other substance abuse. Key partners can include law enforcement, pretrial services, risk and needs assessment development and implementation, diversion programming, tribal prosecutors, tribal court services, detention programming, community corrections, re-entry planning and programming, justice system infrastructure enhancement, and justice system information sharing.

Examples of projects that can be supported are as follows:

Tribal courts: Planning new or enhancing existing tribal courts; staffing of prosecutors, attorneys, advocates, probation and pretrial service officers, tribal court judges and other court staff, clerical support staff, etc.; indigent defense and criminal legal defense services; activities relating to the implementation of enhanced sentencing authority provisions of TLOA or special domestic violence criminal jurisdiction under the Violence Against Women Reauthorization Act of 2013.

Alternative justice courts: Planning new or enhancing existing peacemaking courts, healing to wellness courts, veterans treatment courts, sentencing circles, and other alternative justice courts.

Risk and needs assessment: Developing and integrating the use of risk and needs assessment tools into the tribal justice system decision-making process.

Diversion and alternatives to incarceration: Employing decision-making models and programming to divert low-risk offenders including juveniles from incarceration, including law enforcement diversion, community supervision, mental health services and drug abuse treatment, electronic alcohol and offender monitoring, job training and placement, housing assistance, education, and family and community supports.

Prevention: Protecting communities from crime related to alcohol and drug use including prescription drug abuse and production; culturally relevant and appropriate evidence-based substance abuse

prevention programs (see www.nrepp.samhsa.gov/). Enhanced security in areas such as lighting, surveillance equipment, and community emergency alert and telephone phone systems.

Treatment: Integrating tribal, federal, state, and local services and culturally appropriate treatment for individuals diverted from the tribal justice systems, individuals involved in the tribal justice system (including the incarcerated population), and re-entering formerly incarcerated individuals and their families.

Corrections (institutional and community): Developing, implementing, and enhancing programming for tribal members incarcerated in tribal, federal, state, or local correctional facilities or under community supervision to reduce risks for reoffending and support successful rehabilitation. Programming could include collaborations to support behavioral health needs, effective treatment such as cognitive behavioral therapy, education and vocational services, and other programming that will reduce the risk for recidivism.

Re-entry: Developing, implementing, and enhancing culturally appropriate re-entry programs. Also provision of treatment, aftercare, and other re-entry supportive services to individuals re-entering communities from tribal, local, state, and federal correctional facilities.

Law enforcement: Identifying, apprehending, and prosecuting individuals who illegally transport, distribute, and abuse illegal substances in tribal communities (subject to existing legal authority). Programming to improve officer safety and improve the delivery of law enforcement services related to violent crime, the opioid epidemic, and other addiction to the tribal community.

Equipment: General office equipment such as computers, fax machines, printers, scanners, surveillance cameras, digital cameras, office furniture, courtroom furniture, computer networks, court management systems, electronic alcohol and offender monitoring devices, and related equipment.

Strategic planning: Developing tribal action plans (see nace.samhsa.gov/blog/post/Tribal-Action-Plan-Framework.aspx) for alcohol and substance abuse, increasing coordination with relevant nontribal agencies and organizations and among all levels of the tribe, engaging in strategic planning efforts to address the needs of the tribe's justice system, and comprehensively addressing alcohol and substance abuse-related crime.

Training: Registration fees and lodging costs associated with training events and related to purpose area activities; costs associated with obtaining expert knowledge to assist with the development or enhancement of the program such as culturally appropriate training, technical assistance, treatment, and information technology.

Travel: Airfare, lodging, and mileage reimbursement for training costs related to purpose area activities, including costs associated with DOJ-required training. This should include travel for two people to attend the required CTAS orientation. Please use Washington, D.C. as the destination when calculating the estimated costs for required travel.

2. Can I request funding for both a tribal court program and an alcohol and substance abuse program under purpose area #3?

Yes, you may request grant funding for one or more areas of focus within this purpose area. This can be either one comprehensive project integrating the two areas or two distinct separate projects with separate program management depending on the needs of your tribe. If you choose to request funding for two distinct programs, your application should show how the two projects are related and how, together, they will improve public safety and the overall justice system for your tribe. Regardless, you should still submit *only one* purpose area narrative for Purpose Area #3 describing all of the programmatic activities that you are proposing under the broad area of justice systems and alcohol and substance abuse. Your narrative may encompass two different programs (e.g., one court-focused and one alcohol and substance abuse-focused), but they must both be described within a single narrative. Applicants are encouraged to be strategic in requesting funding that can focus on a limited number of key areas for greatest impact rather than seeking to expand new areas of focus or services over time.

3. Are grant deliverables subject to approval?

Yes, deliverables produced with grant funds must be reviewed and approved by BJA prior to the production and dissemination of said products. Examples of deliverables include workshops, billboards, flyers, pamphlets, training curricula, etc.

4. Is a match required?

No, a match is not required for this purpose area.

5. Am I eligible to apply for purpose area #3 funds if I received a grant under the FY 2017 purpose area #3?

Yes, grant recipients of FY 2017 CTAS funding are eligible to apply for funds under purpose area #3 of this solicitation. However, applicants should be aware that if a large percentage of the funds in the existing award are currently unobligated, this may make a new award in FY 2018 less likely.

6. Will DOJ offer any technical assistance to grant recipients under this program?

Yes, DOJ will partner with a technical assistance provider that will provide training and technical assistance to grant recipients via workshop(s) and ad hoc assistance.

7. Is it a requirement to have an advisory board?

No, an advisory board is not required. However, an advisory board is recommended. If the tribe establishes an advisory board, it should be sustained throughout the entire project period and should emphasize tribal and nontribal partnerships. Advisory board members are encouraged to attend BJA training and technical assistance activities.

8. Who should be a part of the advisory board?

It is recommended that an advisory board consist of a minimum of seven members. The advisory board should be led by a member of the tribal council or a criminal justice partner (such as lead law enforcement official, tribal justice, lead correction official) depending on the focus of the criminal justice component of the program. The co-chair of the advisory board should be a lead representative from an alcohol or substance abuse agency or field. The advisory board should include representation from key stakeholders and decision makers within the tribe to ensure successful strategy development and implementation. Applicants should give strong consideration to including representatives from Tribal Government, tribal law enforcement and tribal courts (if your tribe has this structure), and other key partners and agencies within and outside tribal community, addressing issues such as treatment/health/mental health; adult and juvenile corrections/probation; education; economic development; social/family related services.

9. Can a Tribal Government with a service population of less than 1,000 apply to plan, implement, or enhance a single tribal court system?

Yes, tribes or tribal consortia of any size can apply to plan new or enhance existing tribal court system. However, tribes with a service population of less than 1,000 are encouraged to consider applying as part of intertribal consortia.

10. Do tribes have to allocate a specific amount over the project period to cover travel and other costs for attending BJA training/court-related meetings?

Technical assistance and training remains a critical component toward planning, implementing, enhancing, and sustaining tribal justice systems. You should budget for airfare, lodging, and mileage reimbursement for training costs related to purpose area activities, including costs associated with DOJ-required training. This should include travel for two people to attend the required CTAS orientation. Please use Washington, D.C. as the destination when calculating the estimated costs for required travel.

11. If my tribe is applying for multiple areas of focus under PA #3, can we request \$750,000 for each project?

No, regardless of the number of areas of focus, the recommended range for funding is \$250,000 to \$750,000 total.

Purpose Area #4 - Tribal Justice Systems Infrastructure Program (BJA)

1. What projects can be supported under purpose area #4?

This purpose area can support efforts related to enhance the tribal justice system infrastructure, including the following:

Renovation or expansion: Renovation or expansion of a new or existing facility to provide new or continued services such as a correctional or detention facility including adult and juvenile incarcerated populations, multipurpose justice centers (including police departments, courts, and/or corrections) and alternatives to incarceration; renovation of correctional facilities that are no longer considered safe and secure to serve as holding facilities or multipurpose justice centers; renovation of regional detention centers on Indian land for incarceration of offenders subject to tribal jurisdiction; renovation of a new or existing facility to provide community-based correctional alternative services; renovation of a new or existing facility to serve as a transitional living facility (halfway house).

Prefabricated or permanent modular buildings: Building prefabricated or permanent modular facilities where there are no existing permanent structures available or sufficient to address justice system infrastructure needs. The types of justice facilities eligible under this category include single jurisdiction or regional tribal correctional facilities, correctional alternative or treatment facilities, multipurpose justice centers (including police departments, courts, and corrections), and transitional living facilities (halfway houses) associated with the incarceration and rehabilitation of juvenile or adult justice-involved individuals. Please note that temporary modular facilities are not allowable under Purpose Area #4. Temporary modular facilities are for short-term needs (e.g., natural disaster relief) and are not recommended for permanent applications. Applicants pursuing these options should explore energy efficient solutions for heating, cooling, lighting, and other utility needs.

Other costs associated with renovation of a facility or the completion of existing construction projects: Infrastructure costs such as roads, sewer and water hook-ups, land preparation, and other costs normally associated with construction site work; items associated with managing the planned construction or renovation process and construction materials necessary to construct or renovate facilities and associated infrastructure; furniture, surveillance cameras, or other items affixed or integral to the facility; staff housing; or other costs associated with the completion of a renovation or construction project funded through other confirmed funding sources.

2. If a Tribal Government has received renovation/construction funds from BJA in previous years, is it eligible to apply for funding under the purpose area #4?

Yes. However, the tribe should demonstrate how the FY 2018 proposal complements, builds on, or differs from effort(s) funded in previous years.

3. Will BJA offer any technical assistance to grant recipients under this program?

Yes. BJA will provide training and technical assistance to grant recipients under this program.

4. Is a budget match required?

No. There is no matching funds requirement for this purpose area.

5. Do Tribal Governments have to allocate a specific amount over the project period to cover travel and other costs for attending BJA training/meetings?

You should budget for airfare, lodging, mileage reimbursement, and registration fees for meeting or training costs related to purpose area activities, including costs associated with at least two program staff to attend up to **two** OJP or DOJ-required training events (i.e., CTAS grantee orientation and OJP financial management training). Please use Washington, D.C., as the destination when calculating the estimated costs for required travel; the actual location will be determined at a future date.

6. Do applicants have to submit a BIA correctional facility needs assessment that supports the tribe's application submission?

Applicants must demonstrate that they have completed a planning process that supports the need for renovation or expansion funding under TJSIP. Applicants must certify the extent of planning completed and present all relevant documents related to the completed planning activities with their application. Applicants that have completed a formal or structured justice system planning process, such as the BJA Planning Alternatives and Correctional Institutions for Indian Country or the National Institute of Corrections Planning of New Institutions process, should attach documentation such as a master plan or needs assessment to receive priority consideration for funding under the TJSIP purpose area. If applicants are seeking to renovate, they should describe the development of a renovation plan that explores building options to ensure a cost-effective design and provide the status of any requests to other agencies regarding the staffing, maintenance, and operation of the facilities being planned or renovated.

7. Can I use funds to renovate or expand a police department or courthouse?

Yes.

8. Does the funded facility have to be located on tribal lands? How is "tribal lands" defined?

Yes. Efforts funded under Purpose Area #4 must be located on tribal lands. "Tribal lands" means

- a. all land within the limits of any Indian reservation under the jurisdiction of the United States Government, notwithstanding the issuance of any patent, and including rights-of-way running through the reservation;
- b. all dependent Indian communities within the borders of the United States whether within the original or subsequently acquired territory thereof, and whether within or without the limits of a State;
- c. all Indian allotments, the Indian titles to which have not been extinguished, including rights-of-way running through the same.

9. If my tribe received funds to renovate or construct a correctional facility previously, can I now apply for purpose area #4 funds to renovate or expand a police department or a courthouse?

Yes.

10. Can my tribe submit more than one application under purpose area #4?

No. Only one application will be accepted from each tribe or tribal consortium, covering all purpose areas.

11. Can tribes submit an application under purpose area #4 to fund facilities related to offender re-entry, such as transitional living facilities (halfway houses)?

Yes. Tribes can use funding under purpose area #4 to fund offender re-entry facilities.

12. Can tribes submit an application for new construction projects as opposed to renovation or expansion?

No. BJA no longer solicits proposals for new construction projects.

<p>Purpose Area #5 - OVW Violence Against Women Tribal Governments Program</p>

NOTE: Applicants interested in purpose area #5 should consult the guide available at <https://www.justice.gov/tribal/open-solicitations>.

1. Who is eligible to apply for purpose area #5 funding?

Individual Indian tribes, Tribal Government consortia, and organizations acting as the authorized designee of an individual tribe are all eligible to apply.

2. Are there additional eligibility requirements for Purpose Area #5?

Yes, there are additional eligibility requirements for purpose area #5. First, if the applicant is an organization that is acting as the authorized designee of a federally recognized Indian tribe, then the applicant will need to include with its application a copy of a tribal resolution or other appropriate grant of legal authority from the tribe as part of the application, which should (1) authorize the applicant to submit an application on behalf of the federally recognized Indian tribe and (2) state the tribe's support for the project and its commitment to participate in the project if it is selected for funding. This resolution or equivalent legal enactment must be current, be sufficient to demonstrate authority for the application, contain authorizing signature(s), and be submitted by the application's due date. In addition, applicants that received OVW Tribal Governments Program funding in FY 2016 or FY 2017 are not eligible to apply for new funding or continuation funding with regard to the FY 2016 or FY 2017 awards. This eligibility requirement also extends to authorized legal organizations or associations that are granted the authority to apply on behalf of the tribe.

Applications under purpose area #5 also have specific requirements relating to collaborative partnerships. Applications for this purpose area must demonstrate that the proposal was developed in consultation with one of the following groups or organizations: (1) a nonprofit, nongovernmental Indian victim services provider organization such as a domestic violence shelter program or rape crisis center; (2) a nonprofit, nongovernmental tribal domestic violence or sexual assault coalition; or (3) an advisory committee which includes women from the community to be served by the proposed project. Prior to receipt of an award and the release of grant funds, the applicant will be required to provide OVW with a letter of support from a qualified partner.

3. What projects may be supported with Purpose Area #5 funding?

Generally, funding under purpose area #5 may support projects that provide assistance to or protect the safety of Native victims of sexual assault, domestic violence, dating violence, stalking, and sex trafficking. Funded activities and items related to such projects may include strategic planning, staffing, victim services, criminal justice interventions, training and travel, prevention, anti-trafficking education, training, and advocacy, equipment and supplies, and cultural and traditional practices. Examples of each of those activities and items are below.

Strategic planning. Comprehensive strategic planning to develop and enhance governmental strategies to increase the safety of Indian women.

Staffing. Salary and fringe benefits for: victim advocates; prosecutors; tribal court judges, probation officers, and other court staff; law enforcement officers; domestic violence or sexual assault response team coordinators; staff for a domestic violence shelter, safe home, or transitional housing facility; civil legal assistance attorneys; batterers' intervention program staff; staff for a supervised visitation and safe exchange center; paralegals; clerical support staff; counselors; child and youth counselors or therapists; volunteer coordinators; manager positions to oversee staff, and any other position that provides or oversees staff providing direct assistance to victims of domestic violence, sexual assault, or stalking.

Victim services. Providing services to victims of domestic violence, sexual assault or stalking, including rape crisis hotlines; emergency shelter services; accompaniment and advocacy; crisis intervention, short-term individual and group support services and comprehensive service coordination and supervision; information and referrals; community-based, linguistically, and culturally specific services and support mechanisms; and development and distribution of relevant materials for domestic violence, sexual assault, and stalking victims; transitional housing assistance for victims of domestic violence, dating violence, sexual assault, or stalking; legal advice or representation to victims of domestic violence, dating violence, sexual assault, or stalking who need assistance with legal issues that result from abuse; providing supervised visitation and safe exchange programs to allow children to visit with their noncustodial parent in cases where one parent has committed domestic violence, sexual assault, or stalking against the other; services to address the needs of children and youth who are victims of domestic violence, dating violence, sexual assault, or stalking; and services for youth and children exposed to these crimes, including support for the nonabusing parent.

Criminal justice interventions. Strengthening the tribal criminal justice system's response to domestic violence, dating violence, sexual assault, and stalking committed against Indian women by establishing dedicated court dockets, building coordinated community responses including sexual assault response teams, developing legislation and policies that enhance best practices, establishing culturally appropriate batterers' intervention programs, conducting fatality reviews, entering into law enforcement or prosecution cross-designation or cooperative agreements with federal, state, or local partners, and undertaking activities necessary to implement enhanced sentencing under the federal Tribal Law and Order Act (TLOA) and the jurisdictional provisions of the Violence Against Women Reauthorization Act of 2013.

Training and travel. Local mileage reimbursement for program staff; airfare, hotel, and per diem to travel to OVW-sponsored training and technical assistance events; costs for training school staff, law enforcement, prosecutors, judges, and other criminal justice personnel on how to respond to crimes of violence against women; costs for training medical professionals or lay health providers to perform sexual assault forensic examinations.

Prevention. Outreach and awareness posters, service brochures, editorials/newspaper articles, PSAs, radio/TV ads, videos, fact sheets; curriculum development, training, community teaching, training, and awareness efforts; local meeting costs tied directly to an outreach strategy that promotes coordinated efforts within the community to address crimes and the needs of victims of domestic violence, sexual assault sex trafficking, stalking and teen dating violence. .

Sex trafficking. Funds can be used to support education and training on sex trafficking and advocacy for victims of sex trafficking.

Equipment and supplies. Equipment such as digital cameras; video cameras; general office equipment including computers, printers, fax machines, scanners; office furniture for project staff; furnishings for a domestic violence shelter, safe home, or transitional housing units; LCD projectors; vehicles for use by program staff; equipment necessary to establish a protection order registry, sex offender registry, or information-sharing database; small appliances and cleaning supplies for a shelter, safe home, or transitional housing units; supplies such as rape kits; general office supplies; postage; supplies necessary to create brochures, posters, fliers, resource manuals, training manuals; and materials for traditional arts and crafts.

Cultural and traditional practices. Talking circles, healing ceremonies for those who have been sexually assaulted, gender-specific traditional gatherings for victims and survivors, and sweat lodges for survivors.

4. How can my organization demonstrate that it has been authorized to apply for purpose area #5 funding on behalf of a tribe?

If the applicant is a tribal designee under purpose area #5, OVW Violence Against Women Tribal Governments Program, the applicant will need a tribal resolution or appropriate grant of legal authority from the tribe as part of the application, which should (1) authorize the applicant to submit an application on behalf of the federally recognized Indian tribe and (2) state the tribe's support for the

project and its commitment to participate in the project if it is selected for funding. This resolution or equivalent legal enactment must be current, be sufficient to demonstrate authority for the application, contain authorizing signature(s), and be submitted by the application's due date.

5. Are current OVW Tribal Governments Program grantees eligible to apply for purpose area #5 funding this year?

Applicants that received OVW Tribal Governments Program funding in FY 2016 or FY 2017 are not eligible to apply for new funding or continuation funding with regard to the FY 2016 or FY 2017 awards. Applicants with OVW Tribal Governments Program awards from FY 2015 or earlier generally are eligible to apply for Purpose Area #5 funding in FY 2017; however, eligibility may be limited as follows based on the amount of funding remaining in the applicant's FY 2015 or earlier award:

- If the applicant has 70 percent or more of funds remaining in the FY 2015 award as of March 23, 2018, it is not eligible for FY 2018 funding in this program.
- If the applicant has between 50 and 69 percent of funds remaining in the award as of March 23, 2018, the amount of funding may be reduced from the requested amount.
- If the applicant has 49 percent or less remaining in the award as of March 23, 2018, it is fully eligible.

6. What are the estimated award amounts for purpose area #5?

Eligible applicants that have never before received funding from OVW may request up to \$450,000. Eligible applicants that have a current Tribal Governments Program award are encouraged to think carefully about the need for continuation funding. It is unlikely that OVW will be able to award applicants that are seeking continuation funding more than \$900,000.

7. What is the award period for purpose area #5?

All awards under purpose area #5 will be made for a period of 36 months.

8. Can funding under purpose area #5 be used to assist victims of child physical abuse or to compensate victims of crime?

In general, no. Purpose area #5 funding may be used to address and provide services for children, youth, or adult victims of domestic violence, dating violence, sexual assault, sex trafficking, and stalking, and not for victims of any other crimes. With regard to children (0–11 years old) and youth (12–18 years old), purpose area #5 funds may be used to address child sexual abuse, but not to address other types of child physical abuse.

9. What other information should I know about the purpose area requirements?

Confidentiality. In accordance with 42 USC 14925(b)(2), applicants receiving OVW funding, and their subgrantees, must protect the confidentiality and privacy of persons receiving OVW-funded services to support victims' safety. Funded grantees will be required to document their compliance with this provision. Applicants should submit the confidentiality acknowledgement form, which is available at www.ovw.usdoj.gov/docs/conf-acknowledgement.pdf.

Activities that may compromise victim safety or recovery. Applications for this purpose area will be reviewed and evaluated on the extent to which the applicant proposes sound strategies to enhance victim safety and offender accountability. Examples of activities which are discouraged (and for which points will be deducted) are ordering victims and offenders to attend mandatory couples counseling or mediation, operating anger management classes instead of batterer intervention programs, and limiting the number of times a victim can access services.

Travel budget requirement. Applicants from the lower 48 states must budget \$20,000 in travel over the course of the project for OVW technical assistance, which includes the two required DOJ-sponsored trainings identified in the "Budget Detail Worksheet and Narrative" section of the solicitation. Applicants from Alaska must budget \$25,000.

Legal assistance certification requirement. Applicants proposing to use Purpose Area #5 funds to provide legal assistance are required to complete and submit the certification at www.ovw.usdoj.gov/docs/sample-cert-letter.pdf.

Letter of nonsupplanting. Applicants must submit a letter, signed by the authorized representative, certifying that federal funds will not be used to supplant state, local, or tribal funds should a grant award be made. Please refer to www.ovw.usdoj.gov/docs/nonsup_letter.pdf for a sample letter. This should be a separate attachment to the application in GMS.

10. Are matching funds required?

No. Matching funds are not required for this purpose area. Applicants are strongly discouraged from including matching funds in their proposed budget for Purpose Area #5.

11. Can funding under this purpose area be used for renovations or construction?

No. Grantees cannot use grant funds for even such seemingly minor renovations as changing locks, installing security systems, painting walls, replacing carpets, or adding security fences or playgrounds.

12. Can funding be used to support salaries of criminal justice personnel such as law enforcement officers, probation and parole officers, or prosecutors?

Yes. However, the work of the funded personnel must be focused on addressing violence against women, and the funded personnel must keep time and attendance records to demonstrate that their time is spent on such work.

Purpose Area #6 - Children's Justice Act Partnerships for Indian Communities (OVC)

1. Who is eligible to apply for purpose area #6 funding?

A federally recognized tribe *or* an organization that is acting as the **authorized designee** of a federally recognized Indian tribe may apply. If the applicant is a **tribal designee** under purpose area #6, OVC Children's Justice Act (CJA) Partnerships for Indian Communities Program, the applicant will need a tribal resolution or equivalent legal enactment from the tribe as part of the application which should (1) authorize the applicant to submit an application on behalf of the federally recognized Indian tribe and (2) state the tribe's support for the project and its commitment to participate in the project if it is selected for funding. **This resolution or equivalent legal enactment must be current, must be sufficient to demonstrate authority for the application, must contain authorized signature(s), and must be submitted by the application due date.**

In addition, under this purpose area, CTAS FY 2017 CJA Program awardees are not eligible to apply for CTAS FY 2018 purpose area #6, CJA Program.

Important note: Because of the highly competitive nature of this purpose area, if a proposed project does not contain *any* investigative or prosecutorial activities, OVC strongly encourages the applicant to apply for funding under PA #7. Further, a proposed project submitted under purpose area #6 that does not qualify under said purpose area may instead be considered and potentially funded under purpose area #7, should OVC deem appropriate.

2. Can adult victims be supported under purpose area #6?

In general, no. Purpose area #6 is guided by the Children's Justice Act Partnerships for Indian Communities Continuation Grant Program (Victims of Crime Act of 1984, Section 1402(g), 34 USC 20101(g) which supports demonstration projects in American Indian/Alaska Native (AI/AN) communities for the purpose of improving the investigation, prosecution, and handling of child abuse cases, especially cases of child sexual abuse, in a manner that increases support for and lessens trauma to child abuse victims.

3. If a tribe received funding from CTAS FY 2017 CJA, are they eligible to apply for the CTAS FY 2018 purpose area #6 program?

No. CTAS FY 2017 CJA Program awardees are *not eligible* to apply for CTAS FY 2018 purpose area #6, CJA Program.

4. What activities can be funded under the award?

Allowable activities and services include outreach and awareness, victim assistance services, and travel. Specific examples include the following:

Staffing. Funding may support the salary and fringe benefits for personnel involved in the investigation, prosecution, or overall handling of child abuse and neglect cases. Staffing may include dedicated prosecutors, law enforcement investigators, child protection services personnel, forensic interviewers, case managers, clinical mental health professionals, pediatric sexual assault nurse examiners, and other victim assistance and allied professionals. All personnel must be clearly linked to allowable program activities, (i.e., assisting to develop, establish, or operate a program designed to improve the investigation, prosecution, or overall handling of child abuse cases in a manner that limits additional trauma to the child victim) and must be justified in the Purpose Area Narrative and Tribal Community and Justice Profile, itemized under the appropriate budget category, and fully described in the Budget.

Coordination/Outreach/Awareness. Funding may support multidisciplinary team meetings; the development and distribution of written response protocols, policies, and standard operating procedure manuals that promote trauma-informed approaches to the delivery of services to victims of child abuse and neglect and their family members; development of tribal codes related to defining and expanding victims' rights and crimes against children; and community forums, PSAs, posters, brochures, fact sheets, etc., that are designed to increase the public's awareness and understanding of child abuse and neglect, the availability of grant-funded services.

Cultural and traditional practices. Applicants are encouraged to incorporate cultural and traditional practices in proposed activities (for example, smudging, sweat lodges, or other traditional healing ceremonies) for victims of child abuse and neglect and their family members.

Expanding services. Applicants are encouraged to expand their victim service programming to serve often unserved eligible victims of crime, including child abuse or neglect victim populations that have difficulty accessing services due to factors such as age, type of victimization (i.e., trafficking victims or victims of technology facilitated crimes), geographic location, disability, sexual orientation, or gender identity.

Victim assistance. Funding may support victim assistance services that are linked to the child's victimization. Victim assistance may include developmentally appropriate trauma-informed counseling for primary victims and secondary victims (such as siblings or grandparents); family therapy; group therapy; case management services; aid with participating in traditional healing ceremonies or other cultural activities; assistance with food, clothing, and transportation costs; emergency shelter services; assistance with crime victim compensation claims; and medical and dental care. Costs associated with programs focused solely on prevention activities are not allowable.

Travel. Airfare, lodging, per diem, and other allowable incidental costs for meeting or training costs related to purpose area activities, including costs associated with at least two program staff to attend three DOJ-required trainings (i.e., CTAS New Grantee Orientation, OVC Regional Trainings, and the OVC-

sponsored National Indian Nations Conference). Please use Washington, D.C., as the destination when calculating the estimated costs for required travel since the actual locations will be determined at a future date.

Additional training. Funding can be used to pay for costs associated with developing and conducting local in-service trainings relevant to the handling, investigation, and prosecution of child abuse and neglect cases. Funding may be used to send program staff—and, upon approval of your OVC grant manager, staff from collaborative partner agencies and organizations—to local, state, and regional training events that address the handling, investigation, and prosecution of child abuse and neglect cases or address the provision of trauma-informed services to the victims and their families.

Equipment and supplies. Enhancement of existing or new equipment and technology exclusively related to this CJA program are permissible. Costs may include supplies for play therapy, forensic interview recording equipment, digital cameras, rape kits, medical equipment for a pediatric Sexual Assault Nurse Examiner (SANE) program, office furniture and equipment (e.g., printers/scanners, child-friendly furnishings), and materials for traditional crafts and healing ceremonies.

5. What activities *cannot* be funded under the award?

Prevention- and construction-related costs *are not allowed* under this award.

6. Are grant deliverables subject to approval?

Yes, deliverables and some activities produced with grant funds must be reviewed and approved by OVC prior to the production and dissemination of said products. Examples of deliverables include hiring announcements, conference attendance, agendas, workshops, flyers, pamphlets, training curricula, community needs assessments, strategic plans, etc.

7. Can tribes apply for more than the designated award totals?

Applicants may apply for the approximate award amount of up to \$450,000 covering a three-year project period. DOJ has the discretion to negotiate the scope of work and budget with applicants prior to the awarding of a grant.

8. May the applicant designate which of the performance measures it wishes to address, or is the applicant expected to address all performance measures?

OVC does not require applicants to submit performance measures data with their application. OVC will require successful applicants to submit specific data as part of their reporting requirements. OVC may require the applicant to use a formal performance measurement tool in the future. For the application, applicants should indicate an understanding of these requirements and discuss how they will gather the required data should they receive funding.

9. Are there budgetary restrictions?

Yes, funding may be used for the activities detailed in the application, including direct services to child abuse victims and their families, training, personnel, equipment, outreach, etc., to develop or enhance a child abuse or neglect program as described earlier. The applicant should ensure that no less than 50 percent of the funding be used to directly support the investigation, prosecution, and handling of child abuse cases, especially cases of child sexual abuse, in a manner that increases support for and lessens trauma to child abuse victims. In addition, funds cannot be used to support prevention efforts.

Match is not required.

10. Will OVC offer any technical assistance to grant recipients under this program?

Upon award, OVC will provide access to free training and technical assistance to assist with developing and implementing grant-funded projects. This may include providing professional development training, specific training for project staff and staff members from collaborative partner agencies and organizations on how to serve victims of child abuse and neglect, assistance with establishing mechanisms to capture required performance measurement data, development of project deliverables, or other training and technical assistance needs that may be identified. OVC expects all awardees to actively participate in activities and services offered through OVC and to use the OVC-designated training and technical assistance providers as their primary training and technical assistance resource.

11. If we are awarded a grant, will our Tribal Government be subjected to monitoring, reporting, and evaluation requirements?

Federal regulations require that any financial assistance from the Federal Government be monitored to ensure that those funds are spent properly. Awarded agencies will be responsible for submitting periodic programmatic progress reports and quarterly federal financial reports.

OVC actively monitors the status and progress of all cooperative agreements. OVC monitoring can include phone discussions, emails, participating in meetings and events, reviewing progress and financial reports, or conducting site visits. Grantees must complete Office of Justice Programs financial management training and may have monitoring or site visits conducted by the Office of the Chief Financial Officer.

12. How long will the funds be available for obligation, expenditure, and drawdown if we receive an award?

The funds for this program are authorized by the Victims of Crime Act (VOCA) of 1984. VOCA states that the funds are available for award recipients to use during the Federal Fiscal Year that the award was made, plus three additional Federal Fiscal Years (e.g., VOCA funds awarded in Fiscal Year 2018 are available for use through the end of Fiscal Year 2021). OVC does not have discretion to extend the period of availability to obligate, expend, and drawdown award funds beyond this period. At the end of this period, VOCA funds must be deobligated and returned to the Federal Crime Victims Fund.

Purpose Area #7 - Comprehensive Tribal Victim Assistance Program (OVC)

1. Who is eligible to apply for purpose area #7 funding?

A federally recognized tribe or an organization that is acting as the authorized designee of a federally recognized Indian tribe may apply. If the applicant is a tribal designee under purpose area #7, OVC Comprehensive Tribal Victim Assistance (CTVA) Program, the applicant will need a tribal resolution or equivalent legal enactment from the tribe as part of the application, which should (1) authorize the applicant to submit an application on behalf of the federally recognized Indian tribe and (2) state the tribe's support for the project and its commitment to participate in the project if it is selected for funding. This resolution or equivalent legal enactment must be current, must be sufficient to demonstrate authority for the application, must contain authorized signature(s), and must be submitted by the application due date.

In addition, under this purpose area, CTAS PA #7 FY 2017 CTVA Program awardees are not eligible to apply for a CTAS PA #7 FY 2018 CTVA Program.

Important note: If the applicant would like to complement its child abuse and neglect services program by hiring a dedicated investigator or prosecutor to investigate and prosecute cases of child abuse and neglect, OVC strongly encourages the applicant to apply for funding under PA #6.

2. Can funds be used to implement a new victim assistance program under purpose area #7?

Yes, funds can be used to develop a new or enhance and sustain a comprehensive victim assistance program. The program should provide a coordinated collaborative multidisciplinary response and provide trauma-informed, culturally competent holistic services to victims of crime, their families, and the community.

3. If a tribe received funding from CTAS FY 2017 CTVA, are they eligible to apply for the CTAS FY 2018 purpose area #7 CTVA Program?

No. CTAS FY 2017 CTVA Program awardees are *not eligible* to apply for CTAS FY 2018 purpose area #7, CTVA Program.

4. What is meant by a coordinated collaborative multidisciplinary response?

Applicants are encouraged to demonstrate strategies that are specific to their community and include collaboration with appropriate local agencies and organizations involved in assisting victims. They must also show their capacity to coordinate with other agencies serving crime victims such as US Attorneys' Offices; Federal Bureau of Investigation field offices; state VOCA administrators; Bureau of Indian Affairs Law Enforcement Services; state and county law enforcement agencies; the Indian Health Service; mental health clinics, hospitals; and other appropriate tribal and nontribal agencies.

5. What activities can be funded under the award?

Allowable activities and services include outreach and awareness, victim assistance services, and travel. Specific examples include the following:

Staffing. Funding may support the salary and fringe benefits of personnel who provide and oversee staff providing direct victim assistance to victims of crime, such as advocates, case managers, response team coordinators, counselors, and individuals contracted to provide direct services to victims such as short-term individual counseling or support groups. All personnel must be clearly linked to CTVA victim assistance program activities, justified in the Purpose Area Narrative and Tribal Narrative Profile, itemized under the appropriate Budget category, and fully described in the Budget Narrative.

Coordination/Outreach/Awareness. Funding may support multidisciplinary team meetings; the development and distribution of written response protocols, policies, and standard operating procedure manuals that promote trauma-informed approaches to the delivery of victim services; development of tribal codes related to defining and expanding victims' rights, expanding criminal codes, and codes involving to protect abused or neglected children; and community forums, PSAs, posters, brochures, fact sheets, etc., that are designed to increase the public's awareness and understanding of the victim services available.

Cultural and traditional practices. Applicants are encouraged to incorporate cultural and traditional practices in proposed activities (for example, sweat lodges, talking circles, healing ceremonies) for victims and survivors.

Expanding services. Applicants are encouraged to expand their victim service programming to serve often unserved eligible victims of crime, including child abuse or neglect victim populations that have difficulty accessing services due to factors such as age, type of victimization (e.g., trafficking victims or victims of technology facilitated crimes), geographic location, disability, gender, sexual orientation, or gender identity.

Comprehensive victim assistance. Funding must be used to provide comprehensive victim assistance that will support focus areas that may include elder abuse, child abuse, homicide, gang violence, youth violence, human trafficking, sexual assault, domestic violence, battery and assault, identity theft, hate crimes, driving under the influence of alcohol or other drugs, or comprehensive services to all victims of crime. Examples of allowable costs include the following where reasonable and necessary to address the consequences of victimization: case management, including assessment of client needs, development of individualized service plans, and assessment of eligibility for other public or community-based programs; safety planning; assistance with crime victim compensation claims; information and referrals including documentation of services provided and routine follow up to ensure victim's needs are being addressed; basic services including shelter, housing and sustenance, medical care, substance abuse treatment, dental care, mental health treatment, emergency mental health assessments, related civil legal assistance, individual and group counseling, interpreter and translator services; victim advocacy and information about crime victims' rights and services; education/GED assistance and employment services; transportation assistance; life skills training including managing personal finances, self-care, and parenting classes; and emergency response such as hotline services, call forwarding systems, and rotating on-call cell phones.

*Funding **cannot** support investigation and prosecution services, offender treatment or intervention or prevention efforts.*

Travel. Airfare, lodging, mileage reimbursement, and registration fees for meeting or training costs related to purpose area activities, including costs associated with at least two program staff to attend **three** OVC and/or DOJ-required trainings (i.e., CTAS New Grantee Orientation, OVC Regional Trainings, and Indian Nations Conference). Please use Washington, D.C., as the destination when calculating the estimated costs for required travel since the actual location will be determined at a future date.

In addition, we encourage applicants to include costs associated with attending other conferences, trainings, workshops, or professional development opportunities that are directly related to purpose area activities in their travel budgets.

Training. Funding can be used to support training specific to victim assistance topics, victim-related topics, training and technical assistance conferences, seminars, classes, and other program staff professional development resources—for example, training for SANEs, forensic interviewing, or other specialized topic not available through the TTA provider.

Upon award, the OVC AI/AN TTA provider(s) will provide training on some specific victim assistance topics at no cost; therefore, prior to seeking other training, awardees must ensure that their training needs cannot be met by the OVC AI/AN TTA provider and obtain approval through OVC before seeking training from other sources.

Equipment and supplies. Funds may support new or enhancement of existing equipment and technology exclusively related to the enhancement or implementation of the victim assistance program. Costs may include computers, fax machines, printers, scanners, cameras, office furniture, equipment necessary to establish information-sharing database, leasing vehicles for use by program staff, small appliances and cleaning supplies for shelter, supplies necessary to create brochures, posters, fliers, resource manuals, materials for traditional arts and crafts, etc.

6. What activities *cannot* be funded under the award?

Funds **cannot** be used to support investigation and prosecution activities or prevention efforts. If the applicant would like to complement its child victim services program by hiring a dedicated investigator or prosecutor to investigate and prosecute cases of child abuse and neglect, OVC strongly encourages the applicant to apply for funding under PA #6.

7. Are grant deliverables subject to approval?

Yes, deliverables and some activities produced with grant funds must be reviewed and approved by OVC prior to the production and dissemination of said products. Examples of deliverables include hiring announcements, conference attendance, agendas, workshops, flyers, pamphlets, training curricula, community needs assessments, strategic plans, etc.

8. Can tribes apply for more than the designated award totals?

Applicants may apply for the approximate award amount of up to \$450,000 covering a three-year project period. DOJ has the discretion to negotiate the scope of work and budget with applicants prior to the awarding of a grant.

9. May the applicant designate which of the performance measures it wishes to address, or is the applicant expected to address all performance measures?

OVC does not require applicants to submit performance measures data with their application. OVC will require successful applicants to submit specific data as part of their reporting requirements. OVC may require the applicant to utilize a formal performance measurement tool in the future. For the application, applicants should indicate an understanding of these requirements and discuss how they will gather the required data should they receive funding.

10. Are there budgetary restrictions? What restrictions pertain to personnel and fringe benefits?

This purpose area is designed to support comprehensive and coordinated multidisciplinary responses and victim assistance. Therefore, while funding may be used for training, equipment, outreach, etc. to develop or enhance tribal victim assistance programs, the applicant should ensure that at least 50% of the funding supports comprehensive victim assistance needs. This includes salaries for staff that provide direct services to victims.

The Budget Narrative Worksheet should present a complete itemization of all proposed costs. The Budget Narrative should also explain how all costs were estimated and how they are relevant to the completion of the proposed project.

Important note: Funds **may not be used** to support investigation and prosecution activities. If the applicant would like to complement its child abuse and neglect services program by hiring a dedicated investigator or prosecutor to investigate and prosecute cases of child abuse and neglect, we encourage the applicant to apply for funding under PA #6.

Match is not required.

11. Will OVC offer any technical assistance to grant recipients under this program?

Upon award, OVC will provide access to free training and technical assistance to assist with developing and implementing grant-funded project. This may include providing professional development training, specific training for project staff and staff members from collaborative partner agencies and organizations on providing victim services, establishing mechanisms to capture required performance measurement data, development of project deliverables, or other training and technical assistance needs that may be identified. OVC expects all awardees to actively participate in activities and services offered through OVC and to use the OVC-designated training and technical assistance providers as their primary training and technical assistance resource.

12. If we are awarded a grant, will our Tribal Government be subjected to monitoring, reporting, and evaluation requirements?

Federal regulations require that any financial assistance from the Federal Government be monitored to ensure that those funds are spent properly. Awarded agencies will be responsible for submitting periodic programmatic progress reports and quarterly federal financial reports.

OVC actively monitors the status and progress of all cooperative agreements. OVC monitoring can include phone discussions, emails, participating in meetings and events, reviewing progress and financial reports, or conducting site visits. Grantees must complete Office of Justice Programs financial management training and may have monitoring or site visits conducted by the Office of the Chief Financial Officer.

13. How long will the funds be available for obligation, expenditure, and drawdown if we receive an award?

The funds for this program are authorized by the Victims of Crime Act (VOCA) of 1984. VOCA states that the funds are available for award recipients to use during the Federal Fiscal Year that the award was made, plus three additional Federal Fiscal Years (e.g., VOCA funds awarded in Fiscal Year 2018 are available for use through the end of Fiscal Year 2021). OVC does not have discretion to extend the period of availability to obligate, expend, and drawdown award funds beyond this period. At the end of this period, VOCA funds must be deobligated and returned to the Federal Crime Victims Fund.

Purpose Area #8 - Juvenile Healing to Wellness Courts
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1. What projects are supported under this purpose area?

This purpose area focuses on tribal court responses to the alcohol and substance use–related issues of youth under the age of 21. Specific examples of activities include the following:

Staffing. Salary and fringe benefits for positions to support implementation of the program and oversee staff that provide direct assistance to youth participants.

Equipment and supplies. Computer hardware and software for Internet access and email capability, cell phones, telephones, pagers, printers, copiers, as needed for program implementation; general office supplies, postage, and other supplies necessary to create outreach materials such as posters, flyers, etc.

Training. Offsite specific training for identified program staff to attend in order to improve or develop skills in the areas related to operating a tribal juvenile healing to wellness court. [NOTE: While funds can be allocated for program staff to attend training, all successful applicants will receive onsite and cluster trainings from the OJJDP selected training provider for tribal juvenile healing to wellness courts. Funds are *not* allowed for additional consultants.]

Travel. Airfare, lodging, and mileage reimbursement for meeting or training costs related to purpose area activities, including costs associated with DOJ-required training. Applicants must budget travel costs for attendance at the following purpose area #8–specific OJJDP trainings:

- One three-day OJJDP strategic planning session for up to four people (for budgeting purposes, please use Washington, D.C., as the location of this meeting)
- Two PA #8–specific training events for two people (for budgeting purposes, please use Washington, D.C., as the location for this meeting)

In addition, applicants must budget for one DOJ CTAS-wide orientation meeting for two people (for budgeting purposes, please use Palm Springs, California, as the location for this meeting). See the GSA web site for determining allowable per-diem travel costs: www.gsa.gov/portal/category/21287.

Please consult the solicitation for additional information about this training requirement.

Strategic planning. Comprehensive planning for tribal justice systems to serve juveniles as it relates specifically to the tribal juvenile healing to wellness court objectives. These grants require a dedicated planning period at the start of the grant award. Awardees will be required to travel to a strategic planning training (Strat Pak) and submit a comprehensive plan for implementation of their program which will include a sustainability plan.

Specific requirements

Important note: Applicants that have received OJJDP funding through the FY 2014 Tribal Healing to Wellness Court Responses to Underage Drinking Initiative solicitation or the FY 2015, FY 2016 or FY 2017 CTAS OJJDP purpose area #8 are *not eligible* to apply for funds in this purpose area.

Opioid abuse: Applicants must include a strategy to create comprehensive diversion and alternatives to incarceration programs for those impacted by the opioid epidemic.

Limitation on participation of violent offenders: Grant funds may not be used to serve violent offenders. See generally 34 USC 10612. For purposes of this grant program, the term “violent offender” means a person 18 or older who

1. is charged with or convicted of an offense that is punishable by a term of imprisonment exceeding one year, during the course of which offense or conduct
 - a. the person carried, possessed, or used a firearm or dangerous weapon;
 - b. there occurred the death of or serious bodily injury to any person; or
 - c. there occurred the use of force against the person of another, without regard to whether any of the circumstances described in (A) or (B) is an element of the offense or conduct of which or for which the person is charged or convicted; or
2. has one or more prior convictions for a felony crime of violence involving the use or attempted use of force against a person with the intent to cause death or serious bodily harm. See 34 USC 10613 (a).

The term “violent offender” also includes a juvenile younger than age 18 who has been convicted of or adjudicated delinquent for a felony-level offense that (1) has as an element the use, attempted use, or threatened use of physical force against the person or property of another or the possession or use of a firearm or (2) by its nature involves a substantial risk that physical force against the person or property of another may be used in the course of committing the offense. See 34 USC 10613(b).

Technical assistance: A training and technical assistance (TTA) provider has already been identified by OJJDP to support purpose area #8 grantees. Applicants should *not* include requests for funding to support onsite consultants as this will be managed by the existing TTA provider.

2. Are matching funds required?

Matching funds are not required under purpose area #8.

3. How can I find out what costs are allowable/unallowable?

Please reference the OJP Financial Guide (www.ojp.gov/financialguide/DOJ/index.htm) to determine whether program costs are allowable or unallowable.

4. What training and technical assistance requirements are associated with this award?

OJJDP requires all newly awarded grantees to attend a mandatory orientation online meeting via webinar during the first year of the project. OJJDP also requires grantees to attend one biennial tribal youth national conference during their project period.

In addition, in the first year of the project, OJJDP will provide newly funded grantees mandatory intensive training and technical assistance to help them develop a comprehensive strategic plan and the capacity to collect and utilize performance management and program evaluation data. Within eight months of the first year of the grantee’s project period OJJDP will require the grantee to submit an approved comprehensive strategic plan to implement, monitor, and sustain project goals and objectives and that documents the achievement of designated milestones. Please see the solicitation for more information, including how these requirements impact the applicant’s budget.

5. What are purpose area #8 reporting requirements?

Federal regulations require that any financial assistance from the Federal Government be monitored to ensure that those funds are spent properly. Awarded agencies will be responsible for submitting periodic programmatic progress reports and quarterly federal financial reports.

To assist in fulfilling DOJ’s responsibilities under the Government Performance and Results Act (GPRA), PL 103–62, and the GPRA Modernization Act of 2010, PL 111–352, applicants that receive funding under this solicitation must provide data that measure the results of their work. After awards are made, DOJ staff will provide additional information about how data should be collected and reported.

6. Under purpose area #8, may youth 18 years of age or older receive services under the award?

Yes. Because of the laws regarding underage (i.e., under 21) drinking that are active in every state, the programming in purpose area #8 may address youth under age 21. This is the only purpose area whose target population is youth aged less than 21.

Purpose Area #9 - Tribal youth program (OJJDP – Tribal Youth Program- TYP)

1. What projects can be supported under this purpose area?

The goal of this program is to support and enhance tribal efforts to prevent and reduce juvenile delinquency and strengthen the juvenile justice system for American Indian/Alaska Native youth. Examples of activities that can be supported under this purpose area the following:

Prevention

- **Prevention services to impact risk factors for delinquency and promote protective factors.** This may include mentoring, youth development, anti-gang education, truancy and school dropout prevention programs, after-school programs, and anti-bullying and parenting education programs.
- **Prevention, intervention, and treatment for children exposed to violence.** This includes development and implementation of trauma-informed practices in programs and services that address child abuse and neglect and the effects and issues of childhood trauma or exposure to violence. Applicants should familiarize themselves with the DOJ report on [American Indian/Alaska Native Children Exposed to Violence](#).
- **Prevention and intervention services for native girls.** This may include programs that focus on teaching skills needed to resist substance abuse, prevent teen pregnancy, build self esteem, foster positive relationships with peers and adults, learn self-advocacy, and build pro-social skills. Please review the OJJDP Girls Policy at <http://www.ojjdp.gov/policyguidance/girls-juvenile-justice-system/#nav>.
- **Programs designed to meet the needs of underserved or vulnerable groups, such as Lesbian, Gay, Bisexual, Transgender, and Two-Spirit Youth.** Please see the OJJDP Listening Session Report: Creating and Sustaining Fair and Beneficial Environments for LGBTQ Youth (<http://www.ojjdp.gov/pubs/245321.pdf>).
- **Development and implementation of tribal best practices and traditional healing methods to support tribal youth.** This may include engaging youth in activities centered on cultural preservation, land reclamation, green or sustainable tribal traditions, and language preservation.

Intervention

- **Interventions for Tribal Healing to Wellness Court-involved tribal youth.** This may include therapeutic services, mentoring, graduated sanctions, restitution, diversion, home detention, foster and shelter care, and other alternatives to detention.
- **Intervention and treatment services for children exposed to sex trafficking.** This may include the development of or implementation of programs and services for children who are victims of sex trafficking. Please see the OJJDP Commercial Sexual Exploitation of Children/Sex Trafficking Literature Review (<https://www.ojjdp.gov/mpg/litreviews/CSECSexTrafficking.pdf>).

Treatment

- **Treatment services for at-risk and high-risk youth.** This may include alcohol and drug abuse treatment and prevention programs; mental health treatment (counseling, referral and placement); and development of comprehensive screening tools, crisis intervention, intake assessments, treatment team planning, and therapeutic services for co-occurring mental health and substance abuse disorders.
- **Services for youth in detention or out-of-home placement.** This may include green or sustainable tribal traditions, risk and needs assessments, educational and vocational programming, mental health and substance abuse services, family strengthening, recreational activities, and aftercare and re- entry services to help successfully reintegrate the youth into the tribal community.
- **Improvement or establishment of data collection systems.** This may include efforts to create or improve abilities to track youth in detention, placement, or community-based programs with the goal of improving understanding of and responses to youth and community needs.

Equipment and supplies. Computer hardware and software for Internet access and email capability, cell phones, telephones, pagers, printers, fax machines, copiers, as needed for program implementation (**Note:** Applicants are encouraged to budget for one computer system with Internet access and email capability, if one system is not already available); general office supplies, postage, and other supplies necessary to create outreach materials such as posters, flyers, etc.

Support services: Costs for services for professional support and expert knowledge to assist with the development and enhancement of the program such as treatment, information technology, and evaluation.

Travel: Airfare, lodging, and mileage reimbursement for meeting or training costs related to program activities, including costs associated with DOJ-required training. Applicants must budget travel costs for attendance at the following purpose area #9–specific trainings:

- One three-day OJJDP strategic planning session for up to four people (for budgeting purposes, please use Washington, D.C., as the location of this meeting)
- Two PA #9–specific training events for two people (for budgeting purposes, please use Washington, D.C., as the location for this meeting)

In addition, applicants must budget for one DOJ CTAS-wide orientation meeting for two people (for budgeting purposes, please use Palm Springs, California, as the location for this meeting). See the GSA web site for determining allowable per-diem travel costs: www.gsa.gov/portal/category/21287.

Please consult the solicitation for additional information about this training requirement.

Strategic planning. Comprehensive planning for tribal justice systems to serve juveniles.

Travel. Airfare, lodging, and mileage reimbursement for meeting or training costs related to program activities, including costs associated with DOJ-required training.

Technical assistance: A training and technical assistance (TTA) provider has already been identified by OJJDP to support purpose area #9 grantees. Applicants should *not* include requests for funding to support onsite consultants as this will be managed by the existing TTA provider.

2. What training and technical assistance requirements are associated with this award?

OJJDP requires all newly awarded grantees to attend a mandatory online orientation meeting via webinar during the first year of the project. OJJDP also requires grantees to attend one biennial tribal youth national conference during their project period.

In addition, in the first year of the project, OJJDP will provide newly funded grantees mandatory, intensive training and technical assistance to help them develop a comprehensive strategic plan and the capacity to collect and utilize performance management and program evaluation data. This training and technical assistance includes a mandatory strategic planning training in the first year of the project. Within eight months of the first year of the grantee's project period, OJJDP will require the grantee to submit an approved comprehensive plan to implement, monitor, and sustain project goals and objectives and that documents the achievement of designated milestones. Please see the solicitation for more information, including how these requirements impact the applicant's budget.

3. Are matching funds required?

Matching funds are not required under purpose area #9.

4. What are purpose area #9 reporting requirements?

Federal regulations require that any financial assistance from the Federal Government be monitored to ensure that those funds are spent properly. Awarded agencies will be responsible for submitting periodic programmatic progress reports and quarterly federal financial reports.

To assist in fulfilling DOJ's responsibilities under the Government Performance and Results Act (GPRA), PL 103-62, and the GPRA Modernization Act of 2010, PL 111-352, applicants that receive funding under this solicitation must provide data that measure the results of their work. After awards are made, DOJ staff will provide additional information about how data should be collected and reported.

5. If I have a current or past purpose area (PA) #9 grant with OJJDP, can I apply for another PA #9 grant?

No. Any active PA 9 grantees that have a period of performance end date on or after June 30, 2019, at the time of the application are not eligible to apply for funds under FY2018 CTAS PA #9.