

Applicant Name:

Purpose Area #4 Tribal Justice System Infrastructure Program (BJA)

Implementation point of contact (name, title, email, and phone): _____

Narrative

Purpose Area #4 Narrative (10-page limit including template text; answers should be double-spaced)

1. Identify one or more of the crime and public safety problems described in the Tribal Community and Justice Profile that the tribe plans to address through the proposed grant funding and describe the problem(s) with as much additional detail, including data, as necessary to clearly describe the nature and extent of the problem(s).
2. Describe current or previous efforts to address the problem(s) identified in item #1 and state whether they were effective.
3. Describe any current gaps in services related to the problem(s) identified in items #1 and #2 that will be addressed through this grant application.
4. Explain how your tribe identified and prioritized the problem(s) described above to be addressed through this grant funding.
5. Demonstrate that your tribe has 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.
6. Describe the proposed grant-funded program and how it will address the identified problems.
7. For each identified problem in item #1, identify the specific goals and objectives of the proposal that will be accomplished in 48 months. Provide details about the specific tasks and activities necessary to accomplish each goal and objective.
8. Describe the management structure, staffing, and in-house or contracted capacity to complete each of the proposed projects, and any organizational changes that may result if funding is awarded. Include detailed information about existing resources within the tribe and the community that will help make this project a success.
9. Identify current government and community initiatives that complement or coordinate with the proposal and any partnerships that will be created or enhanced as a result of funding. Describe the roles of each identified partner. *Examples may be advisory boards, tribal leaders, nonprofits, private organizations, regional relationships, etc.*

Applicant Name:

Purpose Area #4 Tribal Justice System Infrastructure Program (BJA)

10. Describe how the applicant will know if the program works and how success will be determined and measured. Describe how data will be collected and assessed to measure the impact of proposed efforts.
 - i. What will be measured?
 - ii. How will data be collected?
 - iii. Who is responsible for collecting the data?
 - iv. How is success defined?
11. Describe how evaluation, collaborative partnerships, or other methods will be used to leverage ongoing resources and facilitate a long-term strategy to sustain the project when the federal grant ends.
 - i. Describe any challenges you anticipate in sustaining operations of your facility.
 - ii. If your tribe will be requesting assistance from the Bureau of Indian Affairs (BIA) or another agency to meet facility operations and maintenance needs, describe the request you made, including details of staffing, operations, and maintenance.
 - iii. Applicants requesting funds for renovation, expansion, prefabricated, or permanent modular projects must specify whether the tribe will maintain current staffing levels or will require additional staff or operational and maintenance funding as a result of the facility modification. If additional operational staff or funding will be needed as a result of renovation or expansion, applicants must provide a budget for the necessary operational costs and indicate how the new costs will be funded as part of the facility operational plan. If funding for the new costs is not in place at the time of application submission, the tribe must provide a tribal resolution or legal equivalent that indicates the source of funding that will support the additional costs and the time frame for when the tribe expects to have this funding in place.
 - iv. Where projects will result in additional bed space for corrections or community-based facilities, applicants must provide data in their application that clearly substantiate the need for the enhanced capacity.
 - v. Applicants should describe the development of a renovation plan that explores building options to ensure a cost-effective design.
 - vi. If your tribe chooses to be responsible for the ongoing costs of facility operation and maintenance, you should state that commitment here. A tribe may submit, by authorizing resolution or other satisfactory evidence of legal authority, a commitment to fund future staffing, maintenance, and operation of the facilities renovated in lieu of BIA or other agency funding support letters if the tribe chooses to be responsible for this ongoing cost.

Applicant Name:

Purpose Area #4 Tribal Justice System Infrastructure Program (BJA)

12. Address the tribe's need for financial assistance and the inability of the agency to implement the proposed plan without federal funding. This should be linked to the issues identified in the Tribal Narrative Profile.
13. If you are requesting funding in multiple purpose areas, is the receipt of BJA Purpose Area #4 funding required for the implementation of any other purpose area being requested? If so, explain. *Examples of this may be requesting an officer from BJA Purpose Area #3 and equipment for that officer from COPS Office Purpose Area #1.*
14. All applicants receiving funding for renovation or expansion projects will be required to indicate in the program narrative whether the existing building proposed for improvements appears to be a viable structure for renovation and/or expansion with a design developed and approved by a qualified architect/engineer/contractor. If your tribe receives an award, the BJA TJSIP TTA provider will conduct a visual tour and surface inspection of the proposed facility to verify project feasibility. The purpose of this requirement is to ensure that using grant funds to renovate or expand the existing facility is justifiable. Award funds will be placed on hold until the BJA TJSIP TTA provider has completed the project feasibility verification process.
15. In determining the size and design of a new facility or facility expansion, it is important to understand how the facility will be used and will coordinate with other resources available to tribal law enforcement and the courts. If the facility will be used for detention and for sentenced offenders, it is important to look at the total number of individuals (adult and juvenile) who are arrested and convicted and determine which of the individuals were placed in the correctional facility or would have been, if one existed. To begin the process, please complete the Daily Case Record (found at the end of this section) for all target population cases entering the criminal justice system from July 1, 2017 through June 30, 2018.

Applicant Name:

Purpose Area #4 Tribal Justice System Infrastructure Program (BJA)

Daily Case Record: July 2017–June 30, 2018

Target population	Total	Disposition (what happened to the person)
Adult arrestees		Released without charge Protective custody / intoxicated Released pending disposition Released on bail or personal recognizance bond Detained pending disposition/sentenced
Adult sentenced offenders		Transferred to federal custody Released with fine or dismissed Incarcerated
Juvenile arrestees		Released without charge Released pending disposition Detained / placed with state social services
Adjudicated juvenile offenders		
Adults detained for other reasons		Transferred to federal system
Juveniles detained for other reasons		Transferred / placed with state social services

16. Provide a summary of program spaces in the proposed facility (if applicable).
 - i. The number of offenders to be served
 - ii. Characteristics of the offenders to be served (pretrial/convicted, offenses, adult/juvenile, male/female, age)
 - iii. Length of time offenders will be held in the facility
 - iv. Programming activities for offenders while in the facility and following release (education, job training, substance abuse assessment and treatment, health and mental health screening and care, case management, aftercare services, etc.)
17. What was the average daily population (this number is derived by the sum of inmates in jail each day for a year, divided by the number of days in the year) for the current facility during the period of July 1, 2017–June 30, 2018 (if applicable)?
18. Describe as fully as possible any ways in which this data may not accurately reflect historical patterns of admission and length of stay in the tribe's system. Are there any obvious reasons for these differences such as new laws regulating crimes to be prosecuted on the reservation (if applicable)?