



BJA FY 2022 - 2023 Byrne State Crisis Intervention Program Formula Solicitation

Assistance Listing Number # 16.738

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Application Grants.gov Deadline: December 12, 2022 8:59 PM ET

Application JustGrants Deadline: December 19, 2022 8:59 PM ET

Overview

The [U.S. Department of Justice](#) (DOJ), [Office of Justice Programs](#) (OJP), [Bureau of Justice Assistance](#) (BJA) seeks applications for funding for the Byrne State Crisis Intervention Program (Byrne SCIP). This program furthers DOJ's mission by assisting state, local, and tribal efforts to prevent or reduce crime and violence, with a particular focus on gun violence and the programs and initiatives that target the risk factors that are likely to lead to this kind of violence.

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

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

Eligible Applicants:

State governments, Other

Other

Only states may apply under this solicitation, and states must designate a single [State Administering Agency](#) (SAA) that has authority to apply on their behalf. For the purposes of Byrne SCIP, the term "states" includes the District of Columbia, the Commonwealth of Puerto Rico, the Northern Mariana Islands, the U.S. Virgin Islands, Guam, and American Samoa. (Throughout this solicitation, each reference to a "state" or "states" includes all 56 jurisdictions.) The expected eligible allocations by state for fiscal year (FY) 2022-2023 Byrne SCIP can be found at: <https://bjaojp.gov/funding/fy-2022-2023-byrne-scip-allocations.pdf>.

Note: This solicitation combines the funds available for FY 2022 and FY 2023. Only one application per state should be submitted.

All recipients and subrecipients (including any for-profit organization) must forgo any profit or management fee. Subrecipients may include but are not limited to courts (state, county, local, and tribal), institutes of higher learning, law enforcement, supervision agencies, prosecutors, public defenders, behavioral health, emergency communications, etc.

Additional information can be found in the Byrne SCIP Frequently Asked Questions at <https://bja.ojp.gov/doc/byrne-scip-faq.pdf>.

Contact Information

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

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

For assistance with any other requirements of this solicitation, contact the OJP Response Center by telephone at 800-851-3420 or TTY: 301-240-6310 (hearing impaired only), or by email at grants@ncjrs.gov. The OJP Response Center hours of operation are 10:00 a.m. to 6:00 p.m., eastern time Monday–Friday, and 10:00 a.m. to 8:00 p.m. on the solicitation close date.

Submission Information

Applications will be submitted to DOJ in two steps:

Step 1: The applicant must submit by the Grants.gov deadline the required Application for Federal Assistance standard form (SF)-424 and a Disclosure of Lobbying Activities (SF-LLL) form when they register in Grants.gov at <https://www.grants.gov/web/grants/register.html>. To register in Grants.gov, the applicant will need to ensure that its System for Award Management (SAM) registration is current.

Step 2: The applicant must then submit the **full application**, including attachments, in JustGrants at JustGrants.usdoj.gov. To be considered timely, the full application must be submitted in JustGrants by the JustGrants application deadline. OJP encourages applicants to review the “How to Apply” section in the [OJP Grant Application Resource Guide](#) and the [JustGrants website](#) for more information, resources, and training.

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Program Description

Overview

OJP is committed to advancing work that promotes civil rights and racial equity, increases access to justice, supports crime victims and individuals impacted by the justice system, strengthens community safety and protects the public from crime and evolving threats, and builds trust between law enforcement and the community.

The Byrne State Crisis Intervention Program (Byrne SCIP) provides funding for the creation and/or implementation of extreme risk protection order (ERPO) programs, state crisis intervention court proceedings, and related gun violence reduction programs/initiatives.

Background

On June 25, 2022, President Biden signed the Bipartisan Safer Communities Act of 2022 into law to reduce gun violence and save lives, and to make progress toward keeping guns out of dangerous hands. In signing the bill into law, the President noted that this historic act “invests in antiviolence programs that work — that work directly with the people who are most likely to commit these crimes or become victims of gun crimes.”

An extreme risk protection order (ERPO) is a common-sense, effective measure to empower family members, health care providers, school officials, or law enforcement officers to petition a court to temporarily prevent a person from accessing firearms if they are found to be a danger to themselves or others (see the [June 7, 2022, Statement of Administration Policy](#)). In 2021, the Department of Justice released [model legislation](#) to help states create their own extreme risk protection order systems and provide for such intervention before warning signs turn into tragedy. The Bipartisan Safer Communities Act also seeks to ensure that extreme risk protection order laws — commonly referred to as “red flag laws” — and programs are implemented in accordance with the Constitution and provide for adequate due process protections. Programs must ensure the accused has the right to an in-person hearing, the right to know opposing evidence, and the right to be represented by counsel at no expense to the government.

Statutory Authority

Bipartisan Safer Communities Supplemental Appropriations Act, 2022 (Pub. L. No. 117-159, 136 Stat. 1313, 1339); 28 U.S.C. 530C.

Specific Information

As authorized by the Bipartisan Safer Communities Act of 2022, Byrne SCIP provides formula funds to implement state crisis intervention court proceedings and related programs or initiatives, including, but not limited to, extreme risk protection order programs that work to keep guns out of the hands of those who pose a threat to themselves or others, mental health courts, drug courts, and veterans treatment courts.

ERPO Programs

In addition to using funds for implementing ERPO programs, they may also be used for:

- **Training for those implementing ERPO programs**
 - Training for judiciary and court staff on ERPO proceedings
 - Training for family members on ERPO
 - Training for first responders on ERPO

- **Communication, Education, and Public Awareness**

Outreach to community members, stakeholders, municipal leaders, law enforcement agencies, and those engaging with at-risk individuals to raise public awareness about the value and public safety benefits of ERPO laws and programs, and promote the importance of effective implementation and

enforcement, as well as program development and enhancement.

- Development and distribution of ERPO fact sheets, brochures, webinars, television or radio engagement (e.g., advertisements, spotlights, etc.), and social media outreach (e.g., YouTube, Facebook, Twitter, etc.) in order to execute the communication, education, and public awareness strategy.
- Publication of best practices regarding ERPO programs.

Related Programs or Initiatives

Related court-based, behavioral health deflection, and gun safety programs or initiatives include, but are not limited to:

- **Specialized court-based programs such as drug, mental health, and veterans treatment courts, including those that specifically accept clients with firearm violations**
 - Gun violence recovery courts that connect clients in crisis with community resources
 - Threat assessment training for prosecutors, judges, law enforcement, and public defenders
 - Technology, analysis, or information-sharing solutions for ensuring law enforcement, probation, prosecutors, the courts, and public defenders are informed when a prohibited person attempts to purchase a firearm
 - Development and implementation of validated gun violence risk assessment tools and service case management and navigation programs to assess the risks and needs of clients and connect them to critical services to mitigate their risk of gun violence and enhance their access to effective interventions
 - Expanding the capacity of existing drug, mental health, and veterans treatment courts to assist clients who are most likely to commit or become victims of gun crimes
- **Behavioral health deflection for those at risk to themselves or others (see the [National Guidelines for Behavior Health Crisis Care Best Practice Toolkit](#))**
 - Assertive Community Treatment
 - Behavioral threat assessment programs and related training
 - Triage services, mobile crisis units (both co-responder and civilian only), and peer support specialists
 - Technological supports such as smartphone applications to help families and patients navigate mental health and related systems and telehealth initiatives, including technology solutions for telehealth visits outside the hospital
 - Support behavioral health responses and civil legal responses to behavioral health responses such as regional crisis call centers, crisis mobile team response, and crisis receiving and stabilization facilities to individuals in crisis
 - Specialized training for individuals who serve or are families of individuals who are in crisis
 - Law enforcement-based programs, training, and technology
- **Funding for law enforcement agencies to safely secure, store, track, and return relinquished guns**
 - Gun locks and storage for individuals and businesses
 - Software/technologies to track relinquished guns
 - Development and or delivery of specialized training and overtime for officers to attend training

Program Requirements

Crisis Intervention Advisory Board

Applicants must form a diverse Crisis Intervention Advisory Board to inform and guide the state's related gun

violence reduction programs/initiatives. The Board must include, but is not limited to, representatives from law enforcement, the community, courts, prosecution, behavioral health providers, victim services, and legal counsel. Applicants must describe the advisory board, its membership, and governance structure for the purpose of this grant award.

State Crisis Intervention Program Plan and Budget Approval

Program and budget plans must be developed in coordination with and demonstrate evidence of approval by the Crisis Intervention Advisory Board and must be expressly approved by BJA post award via Grant Award Modification (GAM) before funds can be obligated, expended, or drawn down.

Authorization of Subawards

All subawards must be expressly authorized by BJA post award via GAM before funds can be obligated for subawards.

Evaluation, Data Collection, and Required Cooperation

Recipients will be required to cooperate with BJA and its training and technical assistance provider to ensure that projects funded under this program are designed to protect the constitutional rights of individuals. Recipients will also be required to cooperate with the statutorily required evaluation activities as part of the terms and conditions of the award. Applicants may budget and allocate grant funding to meet specific research and programmatic requirements under this award regarding:

1. The effectiveness of the crisis intervention program or ERPO initiative in preventing violence and suicide
2. Measures that have been taken to safeguard the constitutional rights of an individual subject to a crisis intervention program or ERPO initiative.

Specifically, the use of grant funds to engage with a research partner to meet the evaluation, data collection, and required cooperation requirements is allowable and encouraged.

Mandatory Requirements for Extreme Risk Protection Order Programs

ERPO programs must include, at a minimum:

1. Pre-deprivation and post-deprivation due process rights that prevent any violation or infringement of the Constitution of the United States, including, but not limited to, the Bill of Rights and the substantive or procedural due process rights guaranteed under the Fifth and Fourteenth Amendments to the Constitution of the United States, as applied to the states and as interpreted by state courts and United States courts (including the Supreme Court of the United States).
 - Such programs must include, at the appropriate phase, to prevent any violation of constitutional rights, and at minimum notice, the right to an in-person hearing, an unbiased adjudicator, the right to know opposing evidence, the right to present evidence, and the right to confront adverse witnesses.
2. The right to be represented by counsel at no expense to the government.
3. Pre-deprivation and post-deprivation heightened evidentiary standards and proof which mean not less than the protections afforded to a similarly situated litigant in Federal court or promulgated by the state's evidentiary body, and sufficient to ensure the full protections of the Constitution of the United States, including, but not limited to, the Bill of Rights and the substantive and procedural due process rights guaranteed under the Fifth and Fourteenth Amendments to the Constitution of the United States, as applied to the states and as interpreted by state courts and United States courts (including the Supreme Court of the United States).
 - The heightened evidentiary standards and proof under such programs must, at all appropriate phases, prevent any violation of any constitutional right, and at minimum, prevent reliance upon evidence that is unsworn or unaffirmed, irrelevant, based on inadmissible hearsay, unreliable, vague, speculative, and lacking a foundation.
4. Penalties for abuse of the program.

Limitations on the Use of Byrne SCIP Funds

Limitation on direct administrative costs – Funds may not be used for direct administrative costs that exceed 10

percent of the total award amount.

Matching Funds – Absent specific federal statutory authority to do so, Byrne SCIP award funds may not be used to match other federal awards.

Prohibition of supplanting – Funds may not be used to supplant state or local funds but must be used to increase the amounts of such funds that would, in the absence of federal funds, be made available.

Lobbying – In general, as a matter of federal law, funds may not be used, either directly or indirectly, to support the enactment, repeal, modification, or adoption of any law, regulation, or policy, at any level of government. See [18 U.S.C. 1913](#). Recipients and subrecipients must comply with the provisions in [2 C.F.R. § 200.450 \(Lobbying\)](#) and [18 U.S.C. 1913](#) as appropriate. Also, see [Chapter 2.1](#) of this [DOJ Grants Financial Guide](#) for more specifics about restrictions on lobbying. Should any question arise as to whether a particular use of award funds would or might fall within the scope of these prohibitions, the recipient is to contact BJA for guidance, and may not proceed without the express prior written approval of BJA.

Formula

Consistent with the Bipartisan Safer Communities Supplemental Appropriations Act, 2022, Byrne SCIP funds will be “...awarded pursuant to the formula allocation (adjusted in proportion to the relative amounts statutorily designated therefor) that was used in the fiscal year prior to the year for which funds are provided for the Edward Byrne Memorial Justice Assistance Grant Program...” Therefore, allocations for FY 2022-2023 Byrne SCIP are based on the FY 2021 and FY 2022 Edward Byrne Memorial Justice Assistance Grant (JAG) Program.

All funds will be awarded to the states to implement their programs. States can retain the full 60 percent share with no variable pass-through requirement.

Local Pass-through Requirement

Where applicable, states must pass through a 40 percent portion to local governments. (For the purpose of Byrne SCIP, a “unit of local government” is a city, county, township, town, or certain federally recognized American Indian tribes.) States have discretion on how the funds are passed through to units of local government, as informed by their Crisis Intervention Advisory Board. This pass-through is mandatory and not eligible for a waiver. This could include, but is not limited to, an organizational unit of government such as a prosecutor’s office, public defender’s office, law enforcement agency, public health agency, or court system.

Less than \$10,000 Pass-through Requirement

Some units of local government were not eligible to receive a direct JAG award fund due to their small size in FY 2021 and FY 2022. (These small-sized units of local government are referred to as “less-than-\$10,000 jurisdictions.”) However, under Byrne SCIP, states must provide additional funds to state courts that provide criminal justice and civil justice services for the “less-than-\$10,000 jurisdictions” within the state and/or subaward the funds to such jurisdictions.

The less than \$10,000 pass-through requirement is eligible for a waiver to the extent that (1) the state-administered project will directly benefit a unit of local government, and (2) one unit (or more) of local government voluntarily agrees and acknowledges in an appropriate written certification that the specified amount of state-administered funds would directly benefit the unit of local government in question and agrees that funding the project at the state level is in the best interest of the local government unit. To request a waiver of the less than \$10,000 pass-through requirement, a recipient must, post-award:

1. Using OJP’s JustGrants system, submit a “Programmatic Costs” Grant Award Modification (GAM), marked “Other” and with “Byrne SCIP – Pass-Through Waiver” typed in the available text box.
2. Attach to the GAM a letter, on the letterhead of the recipient jurisdiction and signed by the recipient’s “authorized representative” for the Byrne SCIP award in question, that:
 - Provides a summary of the project(s) and stipulates the project(s) will directly benefit one or more units of local government.
 - Lists one or more units of local government that agrees funding of the project is in the best interest of the local government unit.

The allocations by state for FY 2022 - 2023 Byrne SCIP can be found at <https://bja.ojp.gov/funding/fy-2022-2023-byrne-scip-allocations.pdf>.

Goals, Objectives, and Deliverables

Goals

In general, FY 2022 - 2023 Byrne SCIP will support state crisis intervention court proceedings and related programs or initiatives, particularly ERPO programs, and including, but not limited to, mental health courts, drug courts, and veterans treatment courts. Although Byrne SCIP provides assistance directly to states, it is also designed to assist units of local government through its pass-through requirements.

Objectives

The objectives are directly related to the Byrne SCIP accountability measures described at <https://bja.ojp.gov/funding/performance-measures/byrne-scip-measures.pdf>.

Deliverables

A state that receives an FY 2022 - 2023 Byrne SCIP award will be required to produce various types of reports, including quarterly financial reports, quarterly performance reports, and semi-annual progress reports, in JustGrants.

The Goals, Objectives, and Deliverables are directly related to the performance measures that show the completed work's results, as discussed in the Application and Submission Information section.

Evidence-Based Programs

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

Information Regarding Potential Evaluation of Programs and Activities

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

Federal Award Information

Solicitation Categories

This solicitation does not include Solicitation Categories.

Awards, Amounts and Durations

Anticipated Number of Awards

56

Anticipated Maximum Dollar Amount of Awards

\$29,231,074.00

Period of Performance Start Date

10/1/22

Period of Performance Duration (Months)

48

Anticipated Total Amount to be Awarded Under Solicitation

\$257,787,550.00

Additional Information

Note: This solicitation combines the funds available for FY 2022 and FY 2023. One award per state will be made that includes the eligible allocation amounts for FY 2022 and 2023.

Availability of Funds

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

Type of Award

BJA expects to make awards under this solicitation as grants. See the “Administrative, National Policy, and Other Legal Requirements” section of the [OJP Grant Application Resource Guide](#) for a brief discussion of important statutes, regulations, and award conditions that apply to many (or in some cases, all) OJP grants.

Financial Management and System Controls

Award recipients and subrecipients (including recipients or subrecipients that are pass-through entities) must, as described in the Part 200 Uniform Requirements as set out at 2 C.F.R. 200.303, comply with standards for financial and program management. See the [OJP Grant Application Resource Guide](#) for additional information.

Budget Information

Unallowable Costs: In addition to the unallowable costs identified in the DOJ Grants Financial Guide, award funds may not be used for the following:

- Prizes, rewards, entertainment, trinkets (or any type of monetary incentive)
- Client stipends
- Gift cards
- Food and beverage

Unmanned Aircraft Systems

The use of BJA grant funds for unmanned aircraft systems (UAS), including unmanned aircraft vehicles (UAV), and all accompanying accessories to support UAS or UAV, is unallowable.

Cost Sharing or Matching Requirement

This solicitation does not require a match.

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

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

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

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

Costs Associated with Language Assistance (if applicable)

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

Eligibility Information

For eligibility information, see the solicitation cover page.

For information on cost sharing or match requirements, see the “Federal Award Information” section.

Application and Submission Information

Content of Application Submission

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

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

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

In Section 8F of the SF-424, please include the name and contact information of the individual **who will complete application materials in JustGrants**. JustGrants will use this information (*email address*) to assign the application to this user in JustGrants.

Intergovernmental Review: This solicitation (“funding opportunity”) is subject to [Executive Order 12372](#). An applicant may find the names and addresses of state Single Points of Contact (SPOCs) at the following website: <https://www.whitehouse.gov/wp-content/uploads/2020/04/SPOC-4-13-20.pdf>. If the applicant’s state appears on the SPOC list, the applicant must contact its SPOC to find out about, and comply with, the state’s process under E.O. 12372. In completing the SF-424, an applicant whose state appears on the SPOC list is to make the appropriate selection in response to question 19 once the applicant has complied with its state E.O. 12372 process. An applicant whose state does not appear on the SPOC list should answer question 19 by selecting the response that the: “Program is subject to E.O. 12372 but has not been selected by the State for review.”

Standard Applicant Information (JustGrants 424 and General Agency Information)

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

Proposal Abstract

A proposal abstract (no more than 400 words) summarizing the proposed project, including the purpose of the project, primary activities, expected outcomes, the service area, intended beneficiaries and subrecipients (if known), will be completed in the JustGrants web-based form. This abstract should be single-spaced, using a standard 12-point Times New Roman font with 1-inch margins, and written in the third person. The abstract will be made publicly available on the OJP website if the project is awarded.

Proposal Narrative

The proposal narrative should be submitted as an attachment in JustGrants. The attached document should be double-spaced, using a standard 12-point Times New Roman font, and have no less than 1-inch margins. Pages should be numbered and submitted as an attachment. The proposal narrative should represent the preliminary, anticipated program plan, as program plans must be developed in coordination with and demonstrate evidence of approval by the Crisis Intervention Advisory Board and must be expressly approved by BJA post award via GAM before funds can be obligated, expended, or drawn down

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

a. Description of the Issue

Identify the state's strategy/funding priorities for FY 2022 - 2023 Byrne SCIP funds, the subgrant award process and timeline, and a description of the programs to be funded over the 4-year grant period. Describe any current activities related to Byrne SCIP and how this funding will be coordinated and supplement those activities.

b. Project Design and Implementation

Describe the state's process for forming the Crisis Intervention Advisory Board to inform and guide the state's related gun violence reduction programs/initiatives. The Board must include, but is not limited to, representatives from law enforcement, the community, courts, prosecution, behavioral health providers, victim services, and/or legal counsel. Applicants must describe the team, its membership, and governance structure for the purpose of this grant award.

Include a description of the anticipated funding strategy based on the allowable uses of funds and address the process for determining local pass-through subawards, where required, and an understanding that all subawards require specific prior approval from BJA post-award.

c. Capabilities and Competencies

Demonstrate the capabilities and competencies necessary to successfully implement a large-scale program informed by a diverse program advisory board. In addition, demonstrate the capabilities and competencies necessary to collect the statutorily required research and evaluation data and to coordinate with large scale evaluation studies and training and technical assistance providers.

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

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

The application should demonstrate the applicant's understanding of the performance data reporting requirements for this grant program and detail how the applicant will gather the required data should it receive funding. Specifically address the plan for collecting data on the effectiveness of the crisis intervention programs or initiatives in preventing violence and suicide and the measures that have been taken to safeguard the constitutional rights of an individual subject to a crisis intervention program or initiative.

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

OJP will require each successful applicant to submit regular performance data that show the completed work's results. The performance data directly relate to the goals, objectives, and deliverables identified in the "Goals, Objectives, and Deliverables" section.

Award recipients will be required to submit quarterly performance measure data in BJA's Performance Measurement Tool (PMT) system and separately submit semi-annual performance reports in JustGrants. Further guidance on the post-award submission process will be provided. A list of performance measure questions for this program can be found at <https://bja.ojp.gov/funding/performance-measures/byrne-scip-measures.pdf>.

Note on Project Evaluations

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

Budget and Associated Documentation

See the [OJP Grant Application Resource Guide](#) for additional information.

Budget Worksheet and Budget Narrative (attachment)

The budget narrative and budget worksheet attachment is a critical element, and applicants will be unable to successfully submit an application in JustGrants unless the attachment is uploaded in this section. The application budget submission should represent a preliminary budget estimate, budget plans must be developed in coordination with and demonstrate evidence of approval by the Crisis Intervention Advisory Board and must be expressly approved by BJA post award via GAM before funds can be obligated, expended, or drawn down.

Please note that the budget narrative should include a full description of all costs, including administrative costs (if applicable).

Indirect Cost Rate Agreement (if applicable)

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

Financial Management and System of Internal Controls Questionnaire (including applicant disclosure of high-risk status)

The applicant will download the questionnaire, complete it, and submit it by uploading it as an attachment in JustGrants. See the [OJP Grant Application Resource Guide](#) for additional information and the link to the questionnaire.

Disclosure of Process Related to Executive Compensation

This solicitation expressly modifies the OJP Grant Application Resource Guide by not incorporating its "Disclosure of Process Related to Executive Compensation" provisions. Applicants to this solicitation are not required to provide this disclosure.

Additional Application Components

The applicant will attach the requested documentation in JustGrants.

Research and Evaluation Independence and Integrity Statement

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

Disclosure and Assurances

The applicant will address the following disclosures and assurances.

Disclosure of Lobbying Activities

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

DOJ Certified Standard Assurances

Review and accept the DOJ Certified Standard Assurances in JustGrants. See the [OJP Grant Application Resource Guide](#) for additional information.

Applicant Disclosure of Duplication in Cost Items

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

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

Review and accept the DOJ Certified Certifications Regarding Lobbying; Debarment, Suspension, and Other Responsibility Matters; Drug-Free Workplace Requirements; and Law Enforcement and Community Policing in JustGrants. See the [OJP Grant Application Resource Guide](#) for additional information.

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

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

How to Apply

Step 1: The applicant must submit the **SF-424** and **SF-LLL** in [Grants.gov](#) at <https://www.grants.gov/web/grants/register.html>.

Step 2: The applicant must then submit the **full application**, including attachments, in JustGrants at <https://justgrants.usdoj.gov/>.

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

Submission Dates and Time

The **SF-424** and the **SF-LLL** must be submitted in Grants.gov by December 12, 2022 at 8:59 p.m. ET.

The **full application** must be submitted in JustGrants by December 19, 2022 at 8:59 p.m. ET.

OJP urges applicants to submit their Grants.gov and JustGrants submissions prior to the due dates to allow sufficient time to correct errors and resubmit by the submission deadlines if a rejection notification is received. To be considered timely, the **full application** must be submitted in JustGrants by the JustGrants application deadline.

Experiencing Unforeseen Technical Issues

An applicant that experiences unforeseen SAM.gov, Grants.gov, or JustGrants technical issues beyond its control that prevent application submission by the deadline must demonstrate all efforts in requesting technical support in order to submit an application by the deadline. Technical support is available via phone and email to the applicable SAM.gov, Grants.gov, or JustGrants support centers or service desks in which an applicant received a ticket number for resolution. If an applicant misses a deadline due to unforeseen technical difficulties, the applicant may request a waiver to submit an application after the deadline. *Note: If an applicant does not submit all the required Grants.gov forms by the Grants.gov deadline, the applicant will not be able to proceed to the JustGrants portion of the application process.*

An applicant experiencing technical difficulties with the following systems must contact the associated support

desk indicated below to report the technical issue and receive a tracking number:

- Grants.gov — Contact the [Grants.gov Customer Support Hotline](#).
- SAM.gov — Contact the [SAM Help Desk \(Federal Service Desk\)](#).
- JustGrants — Contact the JustGrants Support Desk at JustGrants.Support@usdoj.gov or 833-872-5175.

An applicant requesting a waiver to submit a late application must document their request for technical assistance in an email to the OJP Response Center at grants@ncjrs.gov **within 24 hours after the application deadline** to request approval to submit its application after the deadline. If an applicant has technical issues with Grants.gov, the applicant must contact OJP Response Center within 24 hours of the Grants.gov deadline to request approval to submit after the deadline. Waiver requests to submit after the submission deadline must:

- Describe the technical difficulties experienced.
- Include a timeline of the applicant's submission efforts (e.g., what date and time did the error occur, what date and time was action taken to resolve the issue and resubmit; and what date and time did support representatives respond).
- Include an attachment(s) of the complete grant application and all required documentation and material.
- Include the applicant's Unique Entity Identifier (UEI) and any applicable SAM.gov tracking number(s), Grants.gov Help Desk, and JustGrants Support Desk Ticket Numbers.

OJP will review each request for late submission and required supporting documentation and notify the applicant whether the request has been approved or denied. For more details on the waiver process, OJP encourages applicants to review the “Experiencing Unforeseen Technical Issues” section in the [OJP Grant Application Resource Guide](#).

Application Review Information

Review Process

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

Pursuant to the Part 200 Uniform Requirements, before award decisions are made, OJP also reviews information related to the degree of risk posed by the applicant. Among other things to help assess whether an applicant with one or more prior federal awards has a satisfactory record with respect to performance, integrity, and business ethics, OJP checks whether the applicant is listed in SAM as excluded from receiving a federal award.

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

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

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

Federal Award Administration Information

Federal Award Notices

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

Administrative, National Policy, and Other Legal Requirements

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

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

Information Technology (IT) Security Clauses

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

General Information about Post-Federal Award Reporting Requirements

In addition to the deliverables described in the “Program Description” section, all award recipients under this solicitation will be required to submit certain reports and data.

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

Accountability measurement data must be submitted through BJA’s Performance Measurement Tool (PMT), available at <https://bjapmt.ojp.gov>. The accountability measures are available at <https://bja.ojp.gov/funding/performance-measures/byrne-scip-measures.pdf>.

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

Federal Awarding Agency Contact(s)

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

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

Other Information

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

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

Provide Feedback to OJP

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

Application Checklist

This application checklist has been created as an aid in developing an application. The [DOJ Application Submission Checklist](#) is another resource.

What an Applicant Must Do:

Prior to registering in Grants.gov:

- Confirm your Entity's [System Award Management \(SAM\)](#) Registration Information (see [OJP Grant Application Resource Guide](#))

To register in Grants.gov:

- Acquire an Authorized Organization Representative (AOR) and a Grants.gov username and password (see [OJP Grant Application Resource Guide](#))
- Acquire AOR confirmation from the E-Business Point of Contact (E-Biz POC) (see [OJP Grant Application Resource Guide](#))

To find the Funding Opportunity:

- Search for the funding opportunity in Grants.gov using the opportunity number, Assistance Listing, or keyword(s)
- Access the Funding Opportunity and Application Package (see Step 7 in the [OJP Grant Application Resource Guide](#))
- Sign up for Grants.gov email [notifications](#) (optional) (see [OJP Grant Application Resource Guide](#))
- Read [Important Notice: Applying for Grants in Grants.gov](#)
- Read OJP policy and guidance on conference approval, planning, and reporting available at <https://www.ojp.gov/funding/financialguidedo/iii-postaward-requirements#6g3y8> (see [OJP Grant Application Resource Guide](#))

Overview of Post-Award Legal Requirements:

- Review the "[Overview of Legal Requirements Generally Applicable to OJP Grants and Cooperative Agreements - FY 2022 Awards](#)" in the [OJP Funding Resource Center](#).

Review Scope Requirement:

- The federal amount requested is within the allowable limit(s) of the FY 2022 - 2023 Byrne SCIP Allocation List as listed at: <https://bja.ojp.gov/funding/fy-2022-2023-byrne-scip-allocations.pdf>.

Review Eligibility Requirement:

Only states may apply under this solicitation, and states must designate a single [State Administering Agency](#) that has authority to apply on their behalf. For the purposes of Byrne SCIP, the term "states" includes the District of Columbia, the Commonwealth of Puerto Rico, the Northern Mariana Islands, the U.S. Virgin Islands, Guam, and American Samoa. (Throughout this solicitation, each reference to a state or states includes all 56 jurisdictions.)

Prepare to submit the Application for Federal Assistance standard form (SF)-424 and Disclosure of Lobbying Activities form (SF-LLL)

- Review Information to complete the Application for Federal Assistance (SF-424) in Grants.gov
- Submit the Intergovernmental Review
- Complete Standard Applicant Information (SF-424 information from Grants.gov)
- Submit the **SF-424** and **SF-LLL** in Grants.gov

After the SF-424 and SF-LLL submission in Grants.gov, receive Grants.gov email notifications that:

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

If no Grants.gov receipt and validation, or if error notifications are received:

- Contact Grants.gov Customer Support Hotline at 800-518-4726, 606-545-5035, at [Grants.gov customer support](#), or email at support@grants.gov regarding technical difficulties (see [OJP Grant Application Resource Guide](#))

Receive email notification to complete application in JustGrants:

- Complete Application in JustGrants

Content of Application Submission

- Proposal Abstract
- Proposal Narrative

Budget and Associated Documentation

- Budget Worksheet and Budget Narrative (attachment)
- Indirect Cost Rate Agreement (if applicable) (see [OJP Grant Application Resource Guide](#))
- Financial Management and System of Internal Controls Questionnaire (see [OJP Grant Application Resource Guide](#))

Additional Application Components

- Research and Evaluation Independence and Integrity (see [OJP Grant Application Resource Guide](#))

Disclosures and Assurances

- [Disclosure of Lobbying Activities \(SF-LLL\)](#) (see [OJP Grant Application Resource Guide](#))
- Applicant Disclosure of Duplication in Cost Items (see [OJP Grant Application Resource Guide](#))
- DOJ Certified Standard Assurances (see [OJP Grant Application Resource Guide](#))
- DOJ Certifications Regarding Lobbying; Debarment, Suspension, and Other Responsibility Matters; and Drug-Free Workplace Requirements (see [OJP Grant Application Resource Guide](#))
- Applicant Disclosure and Justification – DOJ High Risk Grantees (if applicable) F(see [OJP Grant Application Resource Guide](#))

Submit application in JustGrants:

- Application has been successfully submitted in JustGrants

If no JustGrants application submission validation or if error notifications are received:

- Contact the JustGrants Service Desk at JustGrants.Support@usdoj.gov or 833-872-5175 regarding technical difficulties.