

U.S. Department of Justice  
Office of Justice Programs  
Office of Juvenile Justice and Delinquency Prevention



## OJJDP FY 2021 Supporting Tribal Youth: Training and Technical Assistance and Youth Leadership Development

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**Application JustGrants Deadline:** July 12, 2021 11:59 PM

### Overview

The [U.S. Department of Justice](#) (DOJ), [Office of Justice Programs](#) (OJP), [Office of Juvenile Justice and Delinquency Prevention \(OJJDP\)](#) is seeking applications for funding to support the provision of juvenile justice-related training and technical assistance to federally recognized tribes and to support tribal youth engagement related to juvenile justice, delinquency prevention, and public safety issues in Indian country. This program furthers the Department's mission by providing comprehensive and culturally relevant training and technical assistance to support tribal communities in their efforts to create, expand, and/or sustain programs, services, and supports for youth.

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.**

### Solicitation Categories

Competition ID	Category	Number of Awards	Dollar Amount for Award	Performance Start Date	Performance Duration (Months)
C-OJJDP-2021-00078-PROD	1	1	\$2,000,000.00	10/1/21 12:00 AM	12
C-OJJDP-2021-00079-PROD	2	1	\$500,000.00	10/1/21 12:00 AM	36

### Eligible Applicants:

For profit organizations other than small businesses, Native American tribal organizations (other than Federally recognized tribal governments), Nonprofits having a 501(c)(3) status with the IRS, other than institutions of higher education, Nonprofits that do not have a 501(c)(3) status with the IRS, other than institutions of higher education, Private institutions of higher education, Other

### Other

- Tribally controlled colleges and universities
- Alaska Native and Native Hawaiian serving institutions

To advance Executive Order 13929 Safe Policing for Safe Communities, as of October 28, 2020, the Attorney General determined that all state, local, and university or college law enforcement agencies must be certified by an approved independent credentialing body or have started the certification process to be allocated FY 2021 DOJ discretionary grant funding, as either a recipient or a subrecipient. For detailed information on this new certification requirement, please visit <https://cops.usdoj.gov/SafePolicingEO>.

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

OJJDP will consider applications under which two or more entities would carry out the federal award; however, only one entity may be the

applicant. Any others must be proposed as subrecipients (subgrantees). For additional information on subawards, see the [OJP Grant Application Resource Guide](#).

## Contact Information

For technical assistance with submitting the **SF-424 and SF- LLL** in Grants.gov, contact the Grants.gov Customer Support Hotline at 800-518-4726, 606-545-5035, at [Grants.gov customer support webpage](#), or email at [support@grants.gov](mailto: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](mailto:JustGrants.Support@usdoj.gov) or at 833-872-5175. The JustGrants Service Desk operates 5 a.m. to 9 p.m. EST Monday - Friday and 9 a.m. to 5 p.m. Saturday, Sunday, and federal holidays.

An applicant that experiences unforeseen Grants.gov or JustGrants technical issues beyond its control that prevent it from submitting its application by the deadline must email the Office of Justice Programs Response Center (Response Center) at [grants@ncjrs.gov](mailto:grants@ncjrs.gov) **within 24 hours after the application deadline** to request approval to submit its application after the deadline.

For assistance with any other requirements of this solicitation, contact the Response Center by telephone at 800-851-3420 or TTY: 301-240-6310 (hearing impaired only) or by email at [grants@ncjrs.gov](mailto:grants@ncjrs.gov). Response Center hours of operation are 10 a.m. to 6 p.m. ET Monday through Friday, and 10 a.m. to 8 p.m. ET on the solicitation close date. General information on applying for OJJDP awards can be found at <https://www.ojjdp.gov/funding/funding.html>.

### Submission Information

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

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

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

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

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

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## Program Description

### Overview

The Department of Justice is committed to advancing work that promotes civil rights, increases access to justice, supports crime victims, protects the public from crime and evolving threats, and builds trust between law enforcement and the community.

This program will support the provision of juvenile justice-related training and technical assistance to federally recognized tribes, and will support and enhance tribal youth engagement related to juvenile justice, delinquency prevention, and public safety issues in Indian country.

This solicitation has two categories. Category 1: Tribal Youth Training and Technical Assistance will support juvenile justice system training and technical assistance to OJJDP-funded tribal program grantees and other federally recognized tribes to build capacity to develop, expand, improve, and/or maintain their juvenile justice systems. Category 2: Tribal Youth Leadership Development Initiative provides funding to enhance tribal efforts to increase youth engagement, improve leadership skills, and support action related to juvenile justice issues, delinquency prevention, and public safety issues in Indian country.

### Statutory Authority

Department of Justice Appropriations Act 2021, Pub. L. No. 116-260, 134 Stat 1182, 1261; 34 U.S.C. 11171-11172

### Specific Information

#### Category 1: Tribal Youth Training and Technical Assistance

The successful applicant will deliver training and technical assistance across a variety of topics that are integral to the establishment and sustainability of prevention, intervention, and treatment programs that promote positive outcomes for tribal youth.

#### Category 2: Tribal Youth Leadership Development Initiative

The successful applicant will expand tribal youth leadership development efforts by building a peer-led training and mentoring effort for tribal youth who are at risk of involvement in the juvenile justice system.

### Goals, Objectives, Deliverables, and Timeline

#### Goals

##### Category 1: Tribal Youth Training and Technical Assistance

The goal of this category is to provide culturally appropriate training and technical assistance to federally recognized tribes with a focus on improving outcomes for tribal youth.

##### Category 2: Tribal Youth Leadership Development Initiative

The goal of this category is to engage Native American youth and youth-serving programs in efforts to promote leadership development in order to enhance protective factors and reduce risk factors for juvenile delinquency.

#### Objectives

##### Category 1: Tribal Youth Training and Technical Assistance

Objectives include providing training and technical assistance for tribal youth-specific programming, including efforts to develop, expand, or enhance tribally driven approaches along the juvenile justice continuum that can range from prevention to intervention and treatment. These may include delinquency prevention and intervention initiatives, interventions for court-involved tribal youth, treatment services for at-risk and high-risk youth and/or services for youth in detention or out-of-home placement, and development or implementation of programs and services for children who are victims of sex trafficking.

##### Category 2: Tribal Youth Leadership Development Initiative

The objective is to coordinate and implement a peer-led initiative that focuses on tribal youth leadership development, to include peer-led trainings that build leadership skills focused on reducing risk factors for juvenile crime and enhancing protective factors for youth accountability.

#### Deliverables

##### Category 1: Tribal Youth Training and Technical Assistance

The deliverables under this category are:

- Training and technical assistance for OJJDP's tribal programs funded through the Coordinated Tribal Assistance Solicitation, specifically Purpose Areas 8 and 9 (approximately 80–100 active grantees each year in various stages of implementation).
- Training and technical assistance for all federally recognized tribes, including the development of capacity-building tools, regional trainings, and innovative collaborations to meet the needs of tribes seeking to improve tribal youth programs and tribal juvenile justice systems.
- A website that serves as a portal for information, resources, tools, and requests for training and technical assistance related to programs for tribal youth.
- Coordinate and conduct a biennial OJJDP Tribal Youth Program national conference that convenes representatives from tribal grantees and all federally recognized tribes to learn about innovative programs for tribal youth and to discuss tribal youth-related issues, needs, opportunities for collaboration, and programs.
- Development and implementation of a targeted training and technical assistance plan for OJJDP grantees and for tribes not currently receiving OJJDP funding.

**Category 2: Tribal Youth Leadership Development Initiative**

The deliverables under this category are:

- Recruit, train, and support a diverse group of youth leaders who will serve ongoing critical roles throughout the life of this initiative, including participating as planning team members, trainers, peer mentors, and subject-matter experts.
- Develop and implement a series of regional gatherings that provide leadership development training to young Native American people throughout the country.
- Support cohorts of youth participants to guide the implementation of a youth-developed community service project related to juvenile delinquency prevention and intervention issues that emerge from leadership development training.

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

**Evidence-Based Programs or Practices**

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

**Information Regarding Potential Evaluation of Programs and Activities**

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

**OJJDP Training and Technical Assistance Awardee Standards**

OJJDP has developed the Core Performance Standards for Training, Technical Assistance, and Evaluation to promote among providers the consistency and quality of OJJDP-sponsored training and technical assistance and to advance common expectations of performance excellence. The standards present minimum expectations that providers must meet for effective practice in the planning, coordination, delivery, and evaluation of training.

Requirements related to coordination of activities will include, but are not limited to:

- **Coordination with OJJDP NTTAC.** OJJDP requires all training and technical assistance projects to coordinate their activities with the OJJDP National Training and Technical Assistance Center (NTTAC) by complying with all OJJDP/NTTAC protocols to ensure coordinated delivery of services among providers and the effective use of OJJDP grant funding. OJJDP reserves the right to modify these protocols at any time with reasonable notice to the grantee prior to project completion.
- **OJJDP-funded webinars.** The award recipient must comply with OJJDP’s webinar guidelines, as described in the Core Performance Standards. Minimally, OJJDP training and technical assistance providers will submit information to OJJDP in advance of all events for the online calendar, record events, and provide the final files (which must be compliant with Section 508 of the Workforce Rehabilitation Act) to OJJDP or OJJDP’s representative. For more information on Section 508 of the Workforce Rehabilitation Act, visit <https://www.section508.gov/>.
- **Training information sharing.** OJP will collect information from its program offices on OJP-funded training and technical assistance events. Award recipients must use OJJDP’s standard electronic training request form, submit information to OJJDP on all training events (e.g., name of requester, description of request, dates of event) 30 days in advance of the event date, and report additional data, as OJJDP requires.

**Federal Award Information**

Solicitation Category

Competition ID Enter to sort	Category	Number of Awards	Dollar Amount for Award	Performance Start Date	Performance Duration (Months)
C-OJJDP-2021-00078-PROD	1	1	\$2,000,000.00	10/1/21 12:00 AM	12
C-OJJDP-2021-00079-PROD	2	1	\$500,000.00	10/1/21 12:00 AM	36

**Awards, Amounts and Durations**

**Period of Performance Start Date**

10/1/21 12:00 AM

**Period of Performance Duration (Months)**

36

**Anticipated Total Amount to be Awarded Under Solicitation**  
\$2,500,000.00

### **Continuation Funding Intent**

OJJDP may, in certain cases, provide additional funding in future years to awards made under Category 1 of this solicitation through continuation awards. OJP will consider, among other factors, OJP's strategic priorities, a recipient's overall management of the award, and progress of award-funded work, when making continuation-award decisions. OJJDP intends to award two 12-month supplements up to \$1,500,000 under Category 1.

### **Availability of Funds**

All awards are subject to the availability of appropriated funds and to any modifications or additional requirements that may be imposed by law.

### **Types of Awards**

OJJDP expects to make awards under this solicitation as cooperative agreements, which provide for OJP to have substantial involvement in carrying out award activities. See the "Administrative, National Policy, and Other Legal Requirements" section of the [OJP Grant Application Resource Guide](#).

### **Financial Management and System of Internal Controls**

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

### **Budget Information**

### **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](#) information on Pre-agreement Costs (also known as Pre-award Costs).

### **Limitation on Use of Award Funds for Employee Compensation: Waiver**

See the [OJP Grant Application Resource Guide](#) information on Limitation on Use of Award Funds for Employee Compensation; Waiver.

### **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 title page.

### **Application and Submission Information**

The following application elements **MUST** be included in the application submission for an application to meet the basic minimum requirements (BMR) to advance to peer review and receive consideration for funding:

- Proposal Abstract,
- Proposal Narrative,
- Budget Worksheet and Budget Narrative (web-based form),

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

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

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

In Section F 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 not subject to [Executive Order 12372](#). (In completing the SF-424, an applicant is to answer question 19 by selecting the response that the “Program is not covered by E.O. 12372.”)

### **Standard Applicant Information (JustGrants 424 and General Agency Information)**

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

### **Proposal Abstract**

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

### **Proposal Narrative**

The proposal narrative should be submitted as an attachment in JustGrants. The attached document should be double-spaced, using a standard 12-point Times New Roman font; have no less than 1-inch margins; and should not exceed 30 pages. Pages should be numbered and submitted as an attachment. If the program narrative fails to comply with these length restrictions, OJJDP may negatively consider such noncompliance in peer review and in final award decisions.

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

#### **a. Description of the Issue**

Applicants should briefly describe the nature and scope of the problem that the program will address. The applicant should use data to provide evidence that the problem exists, demonstrate the size and scope of the problem, and document the effects of the problem on the target population and the larger community. Any data or research referenced in the narrative should include information about the source of the data and/or a citation. Applicants should describe the target population and any previous or current attempts to address the problem. Applicants should describe any research or evaluation studies that relate to the problem and contribute to their understanding of its causes and potential solutions. While OJJDP expects applicants to review the research literature for relevant studies, they should also explore whether unpublished local sources of research or evaluation data are available.

#### **b. Project Design and Implementation**

Applicants should detail how the project will operate throughout the funding period and describe the strategies that they will use to achieve the goals and objectives identified in the previous section. Applicants should describe how they will complete the deliverables stated in the Goals, Objectives, and Deliverables section. OJJDP encourages applicants to select evidence-based practices for their programs. This section should also include details regarding any leveraged resources (cash or in-kind) from local sources to support the project and discuss plans for sustainability beyond the grant period.

**Timeline.** Applicants should submit a realistic timeline or milestone chart that indicates major tasks associated with the goals and objectives of the project, assigns responsibility for each, and plots completion of each task by month or quarter for the duration of the award, using “Year 1,” “Month 1,” “Quarter 1,” etc., not calendar dates (see “Sample Project Timelines” [here](#)). Applicants should submit the timeline as a separate attachment, as stipulated in Additional Application Components. On receipt of an award, the recipient may revise the timeline, based on training and technical assistance that OJJDP will provide.

#### **c. Capabilities and Competencies**

This section should describe the experience and capability of the applicant organization and any contractors or subgrantees that the applicant will use to implement and manage this effort and its associated federal funding, highlighting any previous experience implementing projects of similar design or magnitude. Applicants should highlight their experience/capability/capacity to manage subawards, including details on their system for fiscal accountability. Management and staffing patterns should be clearly connected to the project design described in the previous section. Applicants should describe the roles and responsibilities of project staff and explain the program's organizational structure and operations. Applicants should include a copy of an organizational chart showing how the organization operates, including who manages the finances; how the organization manages subawards, if there are any; and the management of the project proposed for funding.

#### **d. Plan for Collecting the Data Required for This Solicitation's Performance Measures**

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

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

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

A list of performance measure questions for this program can be found at <https://ojdp.ojp.gov/funding/grant-performance-measurement/fy-2021-performance-measures>.

Applicants can also visit OJP's performance measurement page at [www.ojp.gov/performance](http://www.ojp.gov/performance) for an overview of performance measurement activities at OJP.

Award recipients will be required to submit performance measurement data and performance reports in JustGrants. Further guidance on the post-award submission process will be provided, if selected for award.



## **Note on Project Evaluations**

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

## **Goals, Objectives, Deliverables, and Timeline**

Applicants will submit the Supporting Tribal Youth: Training and Technical Assistance and Youth Leadership Development goals, objectives, deliverables, and timeline in the JustGrants web-based form. See the [OJP Grant Application Resource Guide](#) for additional information.

## **Budget and Associated Documentation**

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

## **Budget Worksheet and Budget Narrative (Web-based Form)**

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

## **Indirect Cost Rate Agreement (if applicable)**

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

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

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

## **Disclosure of Process Related to Executive Compensation**

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

## **Additional Application Components**

### **Research and Evaluation Independence and Integrity Statement**

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

## **Disclosures and Assurances**

Applicants will complete the following disclosures and assurances.

### **Disclosure of Lobbying Activities**

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

### **DOJ Certified Standard Assurances**

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

### **Applicant Disclosure of Duplication in Cost Items**

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

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

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

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

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

## **How to Apply**

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

Applicants will submit the **full application** including attachments in JustGrants at [JustGrants.usdoj.gov](https://www.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** will be submitted in Grants.gov by June 28, 2021 at 11:59PM ET. OJP urges applicants to submit applications at least 72 hours prior to the application due date to allow time for the applicant to receive validation messages or rejection notifications from Grants.gov and to correct in a timely fashion any problems that may have caused a rejection notification.

The **full application** will be submitted in JustGrants by July 12, 2021 at 11:59PM ET.

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

## Application Review Information

### Review Criteria

Applications that meet BMR will be evaluated by peer reviewers. Applications will be evaluated on how the proposed project/program addresses the following criteria:

1. Description of the Issue (5%) – evaluate the applicant’s understanding of the program/issue to be addressed.
2. Project Design and Implementation (45%) – evaluate the adequacy of the proposal, including the goals, objectives, timelines, milestones, and deliverables.
3. Capabilities and Competencies (25%) – evaluate the applicant’s administrative and technical capacity to successfully accomplish the goals and objectives.
4. Plan for Collecting the Data Required for This Solicitation’s Performance Measures (5%) – evaluate the applicant’s understanding of the performance data reporting requirements and the plan for collecting the required data.
5. Budget (20%) – evaluate for completeness, cost effectiveness, and allowability (e.g., reasonable, allocable, and necessary for project activities).

### Other Review Criteria/Factors

Other important considerations for OJJDP include geographic diversity, available funding, past performance, and the extent to which the Budget Worksheet and Budget Narrative (web-based form) accurately explain project costs that are reasonable, necessary, and otherwise allowable under federal law and applicable federal cost principles.

### Review Process

Applications submitted under this solicitation that meet BMR will be evaluated for technical merit by a peer review panel(s) in accordance with OJP peer review policy and procedures using the stated review criteria above.

OJP screens applications to ensure they meet BMR prior to conducting peer review. Although specific requirements may vary, the following are common requirements applicable to all solicitations for funding under OJP programs:

- The application must be submitted by an eligible type of applicant.
- The application must request funding within programmatic funding constraints (if applicable).
- The application must be responsive to the scope of the solicitation.
- The application must include all items necessary to meet BMR.

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

In addition, if OJP anticipates that an award will exceed \$250,000 in federal funds, OJP also must review and consider any information about the applicant that appears in the nonpublic 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 may review and comment on any information about itself that currently appears in FAPIIS and was entered by a federal awarding agency. OJP will consider any such comments by the applicant, in addition to the other information in FAPIIS, in its assessment of the risk posed by the applicant.

Absent explicit statutory authorization or written delegation of authority to the contrary, all final award decisions will be made by the Assistant Attorney General, who may take into account not only peer review ratings and OJJDP recommendations, but also other factors as indicated in this section.

## Federal Award Administration Information

### Federal Award Notices

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

### Administrative, National Policy, and Other Legal Requirements

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

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

### Information Technology (IT) Security Clauses

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

### **General Information about Post-Federal Award Reporting Requirements**

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

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

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

### **Federal Awarding Agency Contact(s)**

For OJP contact(s), see page 2.

For contact information for Grants.gov, see page 2.

### **Other Information**

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

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

#### **Provide Feedback to OJP**

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

#### **Performance Measures**

A list of performance measure questions for this program can be found at <https://ojdp.ojp.gov/funding/grant-performance-measurement/fy-2021-performance-measures>.

### **Application Checklist**

#### **Supporting Tribal Youth: Training and Technical Assistance and Youth Leadership Development**

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:*

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

*To Register with Grants.gov:*

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

*To Find Funding Opportunity:*

- Search for the Funding Opportunity on Grants.gov
- Select the correct Competition ID
- Access Funding Opportunity and Application Package (see [OJP Grant Application Resource Guide](#))
- Sign up for Grants.gov email [notifications](#) (optional) (see [OJP Grant Application Resource Guide](#))
- Read [Important Notice: Applying for Grants in Grants.gov](#)
- Read OJP policy and guidance on conference approval, planning, and reporting available at [ojp.gov/financialguide/DOJ/PostawardRequirements/chapter3.10a.htm](http://ojp.gov/financialguide/DOJ/PostawardRequirements/chapter3.10a.htm) (see [OJP Grant Application Resource Guide](#))
- Submit **SF-424** and **SF-LLL** in Grants.gov

*Overview of Post-Award Legal Requirements:*

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

*Scope Requirement*

- The federal amount requested is within the allowable limit(s) of \$2,000,000 for Category 1 and \$500,000 for Category 2.

*Eligibility Requirement:*

- Indian/Native American tribal organizations (other than federally recognized tribal governments)
- Nonprofits having a 501(c)(3) status with the IRS, other than institutions of higher education

- Nonprofits that do not have a 501(c)(3) status with the IRS, other than institutions of higher education
- Private institutions of higher education
- For-profit organizations other than small businesses
- Tribally controlled colleges and universities
- Alaska Native and Native Hawaiian serving institutions
- Submit **SF-424** and **SF-LLL** in Grants.gov

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

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

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

- Contact the Grants.gov Customer Support Hotline at 800-518-4726, 606-545-5035, at Grants.gov customer support webpage, or email at support@grants.gov.

(see [OJP Grant Application Resource Guide](#))

*Receive email notification to complete application in JustGrants*

- Complete Application in JustGrants

### **Content of Application Submission**

The following items are critical application elements required to pass BMR review. An application that OJP determines does not include the application elements that must be included in the application submission in order for the application to meet BMR will neither proceed to peer review nor receive further consideration.

- ? **Proposal Abstract**
- ? **Proposal Narrative**
- ? **Budget Worksheet and Budget Narrative (web-based form)**

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- Information to Complete the Application for Federal Assistance (SF-424) in Grants.gov
- Standard Applicant Information (SF-424 information from Grants.gov)

**Budget and Associated Documentation**

- Indirect Cost Rate Agreement (if applicable) (see [OJP Grant Application Resource Guide](#))
- Financial Management and System of Internal Controls Questionnaire (see [OJP Grant Application Resource Guide](#))
- Disclosure of Process Related to Executive Compensation

**Additional Application Components**

- Research and Evaluation Independence and Integrity (see [OJP Grant Application Resource Guide](#))
- Request and Justification for Employee Compensation; Waiver (if applicable) (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) (see [OJP Grant Application Resource Guide](#))

*Submit Application in JustGrants:*

- Application has been successfully submitted in JustGrants

*If JustGrants Application Submission, Validation, or Error Notifications Are Received:*

- Contact JustGrants Service Desk at 833-872-5175 or [JustGrants.Support@usdoj.gov](mailto:JustGrants.Support@usdoj.gov) regarding technical difficulties