

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



OJJDP FY 2022 Drug Treatment Courts Training and Technical Assistance Program

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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 under the fiscal year (FY) 2022 Drug Treatment Courts Training and Technical Assistance Program. This program furthers the DOJ's mission by building the capacity of states, state and local courts, units of local government, and tribal governments to develop, maintain, and enhance drug courts for individuals who misuse substances or have substance use disorders or co-occurring mental health disorders.

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 to OJP for funding. **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-2022-00006-PROD	1-Juvenile Drug Treatment Courts Training and Technical Assistance Program	1	\$4,000,000.00	10/1/22 12:00 AM	36
C-OJJDP-2022-00007-PROD	2-Family Treatment Courts Training and Technical Assistance Program	1	\$5,000,000.00	10/1/22 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, Public and State controlled institutions of higher education, Small businesses

To advance Executive Order 13929 Safe Policing for Safe Communities, 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 eligible for FY 2022 DOJ discretionary grant funding. To become certified, the law enforcement agency must meet two mandatory conditions: (1) the agency's use-of-force policies adhere to all applicable federal, state, and local laws and (2) the agency's use-of-force policies prohibit chokeholds except in situations where use of deadly force is allowed by law. The certification requirement also applies to law enforcement agencies receiving DOJ discretionary grant funding through a subaward. For detailed information on this certification requirement, please visit <https://cops.usdoj.gov/SafePolicingEO> to access the Standards for Certification on Safe Policing for Safe Communities, the Implementation Fact Sheet, and the List of Designated Independent Credentialing Bodies.

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 Application for Federal Assistance standard form (SF)-424 and the Disclosure of Lobbying Activities form (SF-LLL) in Grants.gov, contact the Grants.gov Customer Support Hotline at 800-518-4726 or 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 833-872-5175 or JustGrants.Support@usdoj.gov. The JustGrants Service Desk operates 5 a.m. to 9 p.m. eastern time (ET) Monday to 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 a.m. to 6 p.m. ET Monday to Friday, and 10 a.m. to 8 p.m. on the solicitation closing date. General information on applying for OJJDP awards can be found at <https://www.ojjdp.gov/funding/funding.html>.

For information related to unforeseen technical issues beyond the control of the applicant impacting submission, see "**How to Apply**" section, **Experiencing Unforeseen Technical Issues**.

A solicitation webinar will be held on May 2, 2022 at 1:00 PM ET. This call will provide a detailed overview of the solicitation and allow an opportunity for interested applicants to ask questions. Preregistration is required for all participants. Register by clicking on this link [Click here for registration](#). and following the instructions. Due to the limited time, OJJDP encourages participants to review the solicitation and submit any questions they may have in advance and no later than April 25, 2022. Submit your questions to grants@ncjrs.gov with the subject as "Questions for Drug Court Treatment Court Training and Technical Assistance Solicitation Webinar."

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>.

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.

Contents

Contact Information	2
Program Description	6
Overview	6
Statutory Authority	6
Specific Information	6
Goals, Objectives, Deliverables, and Timeline	6
Evidence-Based Programs or Practices	12
Information Regarding Potential Evaluation of Programs and Activities	12
Federal Award Information	12
Awards, Amounts and Durations	13
Availability of Funds	13
Types of Awards	13
Financial Management and System of Internal Controls	13
Cost Sharing or Matching Requirement	13
Pre-agreement Costs (also known as Pre-award Costs)	13
Limitation on Use of Award Funds for Employee Compensation: Waiver	13
Prior Approval, Planning, and Reporting of Conference/Meeting/Training Costs	14
Costs Associated with Language Assistance (if applicable)	14
Eligibility Information	14
Application and Submission Information	14
Information to Complete the Application for Federal Assistance (SF-424)	14
Standard Applicant Information (JustGrants 424 and General Agency Information)	14
Proposal Abstract	14
Proposal Narrative	15
Goals, Objectives, Deliverables, and Timeline	16
Budget and Associated Documentation	16
Budget Worksheet and Budget Narrative (Web-based Form)	16
Indirect Cost Rate Agreement (if applicable)	16
Financial Management Questionnaire (including applicant disclosure of high-risk status)	16
Disclosure of Process Related to Executive Compensation	16
Additional Application Components	16
Research and Evaluation Independence and Integrity Statement	16
Disclosures and Assurances	17
Disclosure of Lobbying Activities	17
DOJ Certified Standard Assurances	17
Applicant Disclosure of Duplication in Cost Items	17
DOJ Certifications Regarding Lobbying; Debarment, Suspension and Other Responsibility Matters; and Drug-Free Workplace Requirements	17
Applicant Disclosure and Justification - DOJ High-Risk Grantees (if applicable)	17
How to Apply	17
Submission Dates and Time	17
Application Review Information	18
Review Criteria	18
Review Process	19
Federal Award Administration Information	19
Federal Award Notices	19
Administrative, National Policy, and Other Legal Requirements	19

Information Technology (IT) Security Clauses	20
General Information about Post-Federal Award Reporting Requirements	20
Federal Awarding Agency Contact(s)	20
Other Information	20
Freedom of Information and Privacy Act (5 U.S.C. 552 and 5 U.S.C. 552a)	20
Provide Feedback to OJP	20
Performance Measures	20
Application Checklist	21

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.

OJJDP envisions a nation where our children are free from crime and violence. If they come into contact with the justice system, the contact should be rare, fair, and beneficial to them. To help OJJDP fulfill this vision, this program will fund training and technical assistance to states, state and local courts, units of local government, and governments that will build their capacity to develop, maintain, and enhance drug courts for individuals who misuse substances or have substance use disorders^[1] and/or co-occurring mental health disorders.

Statutory Authority

Pub. L. No. 90-351, Title I, Part EE (codified at 34 U.S.C. 10611 - 10619); Additional authority for awards under this solicitation may be provided by a full-year appropriations act for FY 2022. As of the writing of this solicitation, the Department of Justice is operating under a short-term "Continuing Resolution;" no full-year appropriation for the Department has been enacted for FY 2022.

Specific Information

For this solicitation, the term "drug court" means a specially designed court calendar or docket; a separate or special jurisdiction court is neither necessary nor encouraged.

When implemented in an evidence-based manner, drug treatment courts can reduce recidivism and substance misuse/use disorders among high-risk participants and increase their likelihood of successful rehabilitation.^[2] Juvenile and family treatment courts offer a specialized way to respond to the needs of substance-using individuals and their complex disorders, which require targeted interventions.

OJJDP seeks providers with extensive expertise in providing training and technical assistance to develop and improve juvenile or family treatment court strategies. The providers should have substantial experience conducting assessments of technical assistance needs, utilizing best program practices, assessing substance misuse/use disorders and co-occurring mental health capacities of established juvenile or family treatment court programs, developing and conducting training for juvenile or family treatment courts, conducting post-training evaluations, and effectively communicating and collaborating with other agencies to enhance treatment outcomes. Successful applicants will work with OJJDP to provide guidance on training topics, publications, manuals, training conferences, selection of grantees for onsite visits, and other substantive issues and deliverables.

Providers will be expected to coordinate and collaborate with other OJJDP-funded training and technical assistance (TTA) providers, specifically with the Opioid Affected Youth Initiative TTA, Tribal Youth Resource Center, and National Drug Court Resource Center, and others as directed by OJJDP.

Goals, Objectives, Deliverables, and Timeline

Category 1: Juvenile Drug Treatment Courts TTA Program

Goals

The goal of the Juvenile Drug Treatment Courts (JDTC) TTA Program is to build the capacity and effectiveness of juvenile drug treatment courts. The successful applicant should have substantial experience in assessing TTA needs, effectively communicating and collaborating with drug courts, providing peer-to-peer training, providing individualized technical assistance, and conducting post-training follow-up and evaluations. Training and technical assistance should be targeted to all OJJDP-funded juvenile drug treatment courts and reach as many nonfunded juvenile drug treatment courts as possible.

Objectives

The program's overall objective is to provide JDTC practitioners with training and technical assistance that will develop, maintain, and enhance their juvenile drug treatment court. These strategies should target practices that are consistent with the [Juvenile Drug Treatment Court \(JDTC\) Guidelines](#). It is expected that the successful applicant will develop a TTA strategy and prioritization approach that includes both OJJDP-funded juvenile drug treatment courts and other juvenile drug treatment courts with identified needs.³ To achieve this overall objective, it is expected that the successful applicant will:

- Assess and address the national JDTC behavioral health training needs.
- Provide JDTCs with local and regional TTA, including rural and remote areas, that will enhance their capacity, knowledge, and skills to align with the practices of the JDTC Guidelines. It is expected that this will include assessing needs, initiating and supporting strategic planning, assisting with the implementation of appropriate program improvements, assessing program performance, and helping sustain effective JDTC programs.
- Assist OJJDP in identifying promising, innovative, and effective adolescent recovery programs, and assist JDTCs in establishing and sustaining collaborative partnerships with adolescent recovery service providers and stakeholders.
- Coordinate and collaborate with the OJJDP Opioid Affected Youth Initiative TTA provider, Tribal Youth Resource Center, and Family Treatment Courts TTA provider in helping program sites develop and implement effective, data-driven responses that address substance misuse/ use disorders, particularly opioids, and provide services to improve public safety and outcomes for children, youth, and families impacted by the national opioid crisis.
- Coordinate and collaborate with the Bureau of Justice Assistance's (BJA) National Drug Court Resource Center.
- Participate in OJJDP-directed TTA provider meetings, conferences, and webinars that correspond with the Drug Treatment Court TTA Program.

Deliverables

In addition to the strategy and content of the program design, the successful applicant must complete the following deliverables during the project period. Additional deliverables may be developed annually according to need and funding ability. When the project ends, or before if specified, OJJDP will require the awardee to transfer OJJDP-funded work products to OJJDP. With guidance from OJJDP, the successful applicant will develop the following:

1. TTA Transition Plan

- A transition work plan that describes how the grantee will incorporate data, materials, and processes from the current OJJDP-funded TTA provider into the applicant's proposed TTA approach, including collaboration and interface between outgoing and incoming providers during the transition phase.

2. TTA Needs Assessment

- A plan (including timelines, performance measures, and benchmarks) that specifies which activities the grantee will conduct to achieve the program goals and objectives. Potential activities and deliverables should include, but are not limited to:
 - Develop cost-effective and sustainable strategies for local/statewide juvenile drug treatment courts to internally evaluate court programs and monitor participant outcomes.
- A plan of action for training requests to assist in developing a comprehensive strategic plan utilizing the JDTC Court Self-Assessment Tool for both OJJDP-funded and nonfunded JDTCs.

3. TTA Plan, Protocols, and Delivery

Develop and execute a strategic TTA plan (in coordination with OJJDP) and protocols, including timelines,

performance measures, and benchmarks, that specifies which activities the applicant will conduct to achieve the program goals and objectives. This plan should be focused on assisting with the implementation and alignment of the JDTC Guidelines.

- Utilizing the findings of the JDTC Guideline Research and Evaluation study, provide a plan that ensures that the field is knowledgeable about the findings and all other rigorous research relevant to JDTCs nationwide.
- A plan to deliver consistent and quality TTA based on the alignment of service delivery to the JDTC Guidelines and performance monitoring. Potential activities and deliverables should include, but are not limited to:
 - Utilizing the JDTC court self-assessment tool^[4] and/or administrative data to capture technical assistance needs of grantees, provide a strategic plan that ensures alignment with the JDTC Guidelines; track and report results and participant outcomes to OJJDP.
 - Strategies to engage OJJDP juvenile drug treatment court grantees and maintain ongoing communication.
 - Develop an individualized, site-specific technical assistance approach based on the results of the court self-assessment tool.
 - Follow up with trained drug court teams and track implementation processes, note implementation challenges, monitor participant outcomes, and provide limited, ongoing technical assistance.
- A directory of training experts in juvenile drug treatment courts, trauma-informed care approaches, substance use disorder, co-occurring disorders, mental health, and diverse treatment approaches such as inpatient, outpatient, telehealth,^[5] medication-assisted treatment, and recovery communities.
- A training proposal to support OJJDP-funded JDTCs that are in various phases (planning, implementation, and sustainability).
- For statewide initiatives:
 - Assist states in using data and program performance measures to ensure JDTC sustainability.
 - Track and assist states that are aligning with the JDTC Guidelines model to ensure JDTCs are operating with fidelity.
 - Assist states in implementing a systems approach to increase statewide JDTC capacity and increase participation levels.
- A projected plan for delivering remote TTA. Potential activities and deliverables could include but are not limited to:
 - Web-based and/or virtual technical assistance tools (webinars, Zoom, WebEx, On-Demand, etc.) for download and/or online streaming, and determine how they will be marketed to reach all jurisdictions, particularly rural areas.
- A projected plan for coordinating and collaborating with OJJDP's Opioid Affected Youth Initiative TTA provider, Tribal Youth Center TTA Program, and Family Treatment Courts TTA provider in helping program sites develop and implement an effective, data-driven response that addresses the use of opioids and provides services to improve public safety and outcomes for children, youth, and their families impacted by the opioid crisis.

4. Marketing Plan

- A program marketing plan that outlines the development of products and materials that will inform JDTCs of the available training services.
 - Ensure that training materials developed are culturally and linguistically responsive to JDTC communities across the nation.

- Maintain the established web-based, interactive map of JDTCs across the nation in collaboration with BJA's National Drug Court Resource Center.

Category 2: Family Treatment Courts TTA Program

Goals

The goal of the Family Treatment Courts (FTC) TTA Program is to help family treatment court practitioners to develop, maintain, and enhance FTCs. The successful applicant should have substantial experience in assessing training needs, effectively communicating and collaborating with drug courts, providing peer-to-peer training, and conducting post-training followup and evaluations. It is expected that the successful applicant will develop a TTA strategy and prioritization approach that includes both OJJDP-funded family treatment courts and other family treatment courts with identified needs.^[6]

Objectives

The program's overall objective is to provide FTC practitioners with TTA that will develop, maintain, and enhance FTCs. OJJDP encourages applicants to utilize TTA methods that incorporate the Family Treatment Court Best Practice Standards. The eight standards provide guidance to communities, states, tribes, and funders for improving outcomes for children, parents, and families affected by substance misuse/use disorder and co-occurring disorders who are involved in the child welfare system. More information on the standards can be found here: <https://ojjdp.ojp.gov/programs/family-drug-court-program>.

It is expected that the successful applicant will:

- Assess and address the TTA needs of FTCs and recommend a plan to deliver assistance to jurisdictions at the national, regional, and state levels.
- Develop, implement, and enhance TTA materials and activities, including, but not limited to, standards, guidelines, protocols, TTA intake, and delivery methods.
- Provide TTA to OJJDP-funded family treatment court grantees that will include implementation, enhancement, and state-level initiatives. TTA support should help family treatment courts build program capacity, assess needs, initiate strategic planning, implement appropriate program improvements, provide peer-to-peer coordination, evaluate program performance, and sustain their programs.
- Identify, describe, and document best practices and lessons learned regarding family treatment court implementation, enhancement, and state-level initiatives to share with OJJDP-funded grantees, OJJDP, and other jurisdictions as directed.
- Coordinate and collaborate with the OJJDP Opioid Affected Youth Initiative TTA provider, Tribal Youth Center TTA Program, and Juvenile Drug Treatment Courts TTA provider in helping program sites develop and implement effective, data-driven responses that address substance misuse, particularly opioids, and provide services to improve public safety and outcomes for children, youth, and families impacted by the national opioid crisis.

Deliverables. In addition to the strategy and content of the program design, the successful applicant must complete the following deliverables during the project period. Additional deliverables may be developed annually according to need and funding ability. When the project ends, or before if specified, OJJDP will require the awardee to transfer OJJDP-funded work products to OJJDP. With guidance from OJJDP, the successful applicant will develop the following:

1. TTA Transition Plan

- A transition work plan that describes how the grantee will incorporate data, materials, and processes from the current OJJDP-funded TTA provider into the applicant's proposed TTA approach, including collaboration and interface between outgoing and incoming providers during the transition phase.

2. TTA Needs Assessment.

- A plan (including timelines, performance measures, and benchmarks to measure internal progress) that specifies which activities the grantee will conduct to achieve the program goals and objectives. Potential activities and deliverables should include, but are not limited to:
 - Develop cost-effective and sustainable strategies for local family treatment courts and statewide initiatives to internally evaluate court programs and monitor participant outcomes.
 - Develop strategies to address the disparate needs of urban versus suburban, tribal, and rural FTC programs and their beneficiaries.
- A plan of action to address TTA requests from FTCs that includes the collection and use of program evaluation management data. Potential activities and deliverables should include, but are not limited to:
 - Conduct a TTA needs assessment with FTCs to identify strengths and gaps in current knowledge and practices.
 - Propose methods for FTCs to conduct self-assessments of their drug court operations as a guide to shaping their TTA requests and maximizing the value and impact of TTA.
 - Develop and implement a prioritization process for fulfilling training requests.

3. TTA Plan, Protocols, and Delivery

- Training, technical assistance, and evaluation protocols to ensure quality of service delivery. Potential activities and deliverables should include, but are not limited to:
 - A projected plan describing how the applicant will engage OJJDP FTC grantees and maintain ongoing communication.
 - Implementing an instrument to capture technical assistance recipients' evaluation and feedback and their level of satisfaction with the services provided, and track and report results to OJJDP.
- Develop a mechanism for identifying and responding to FTC training needs (local/regional/statewide) that maximizes OJJDP funding and increases training participation, utilization, and adoption of TTA recommendations.
- A training proposal to support OJJDP-funded FTCs that are in various phases (planning, implementation, and sustainability).
- A multidisciplinary directory of experts who possess diverse skills and abilities relevant to the FTC issues identified in the TTA needs assessment, including, but not limited to: trauma-informed care approaches, substance use disorder, co-occurring disorders, mental health, and diverse treatment approaches such as inpatient, outpatient, telehealth, medication-assisted treatment, and recovery communities.
- A projected plan for onsite and virtual training and technical assistance visits. Potential activities and deliverables could include, but are not limited to:
 - Facilitate strategic planning meetings, conduct trainings, assist with program design, review data collection and analysis tools and strategies, and advise grantees on meeting their objectives.
 - For statewide initiatives:
 - Assist states in implementing a systems approach to increase statewide FTC capacity and increase participation levels of high-risk/high-need families in existing family treatment courts.
 - Track and assist states that are developing standards/certification processes to ensure the operation of family treatment courts with fidelity to evidence-based practices.
 - Assist states in using data and program performance measures to ensure FTC sustainability.
 - Develop strategies to engage child welfare partners at the state level with a clear understanding of

how those partnerships are critical to implementing the goals and objectives of the Families First Prevention and Services Act of 2018.

- Submission of site visit reports to OJJDP after each onsite visit summarizing findings and recommended next steps.
- Develop and implement a mechanism to track courts' implementation of technical assistance recommendations.
- Follow up with FTC teams, track implementation processes, note implementation challenges, and provide ongoing technical assistance.
- A projected plan for delivering remote TTA. Potential activities and deliverables could include, but are not limited to:
 - Web-based and/or virtual technical assistance tools (webinars, Zoom, WebEx, On-Demand, etc.) for download and/or online streaming, and determine how they will be marketed to reach all jurisdictions, particularly tribal and rural areas.
- A projected plan to facilitate and coordinate mentor court peer-learning opportunities.
- A projected plan for coordinating and collaborating with OJJDP's Opioid Affected Youth Initiative TTA provider, Tribal Youth Resource Center, and Juvenile Drug Treatment Courts TTA provider in helping program sites develop and implement an effective, data-driven response that addresses the use of opioids and provides services to improve public safety and outcomes for children, youth, and their families impacted by the opioid crisis.

4. Marketing Plan

- A program marketing plan to inform OJJDP-funded FTC personnel about available technical assistance, trainings, products, lessons learned, and materials. Potential activities and deliverables should include, but are not limited to:
 - A projected plan describing how web-based and/or virtual technical assistance opportunities (webinars, Zoom, etc.) will be made available for download and/or online streaming, and how they will be marketed to reach all jurisdictions, particularly in tribal and rural areas.
- Contribute and coordinate efforts to ensure Family Treatment Court Programs are represented in the National Drug Court Resource Center's web-based map.
- A plan for maintaining a presence at national and/or state drug court conferences and training events to engage a larger audience representing stakeholders across multiple, relevant disciplines.

Both Categories. Applicants should be realistic and strategic in estimating the cost of deliverables and in detailing the implementation schedule. OJJDP expects that all program materials developed will be adaptable to address cultural or racial, ethnic, and linguistic diversity for differing populations. OJJDP also encourages applicants to be innovative and expects applicants to propose alternative approaches to the delivery of training and technical assistance to maximize resources.

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

Equity and Inclusion. Applicants should include in their application a plan that describes how the applicant will ensure equitable access to services for all justice-involved children, youth, and/or families eligible for the program.

Family Engagement. OJJDP envisions a transformed juvenile justice system that recognizes and builds upon the strengths, values, and diversity of families and communities to best serve the children and youth who come

into contact with the system and to improve both safety and quality of life for all. This system will honor and support families before, during, and after their children have contact with the system. Applicants should describe how the proposed program will include a family engagement component.

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.

[1] When describing substance misuse, the *Diagnostic and Statistical Manual of Mental Disorders, Fifth Edition* (DSM-V) uses the term "substance use disorder" for the clinical and functional assessment of an individual's recurrent use of alcohol and/or drugs that cause significant impairment, such as health problems; disabilities; or failure to meet work, school, or home responsibilities. For more information, see <https://www.samhsa.gov/disorders/substance-use>

[2] Mitchell, O., Wilson, D.B., Eggers, A., and MacKenzie, D.L. 2012. Assessing the effectiveness of drug courts on recidivism: A meta-analytic review of traditional and non-traditional drug courts. *Journal of Criminal Justice* 40:60–71.

[3] OJJDP-funded juvenile drug treatment court grantees may be found at <https://external.ojp.usdoj.gov/selector/office?po=OJJDP&fiscalYear=2018&defaultYear=Y>.

[4] The court self-assessment is an online survey completed by juvenile drug treatment court programs to assess readiness and implementation of key components of the OJJDP Guidelines.

[5] Use of telecommunications technology to deliver healthcare at a distance from the patient.

[6] OJJDP-funded family drug court grantees may be found at <https://external.ojp.usdoj.gov/selector/office?po=OJJDP&fiscalYear=2018&defaultYear=Y>.

Evidence-Based Programs or Practices

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

Competition ID	Category *	Number of Awards	Dollar Amount for Award	Performance Start Date	Performance Duration (Months)
C-OJJDP-2022-00006-PROD	1-Juvenile Drug Treatment Courts Training and Technical Assistance Program	1	\$4,000,000.00	10/1/22 12:00 AM	36
C-OJJDP-2022-00007-PROD	2-Family Treatment Courts Training and Technical Assistance Program	1	\$5,000,000.00	10/1/22 12:00 AM	36

Awards, Amounts and Durations

Period of Performance Start Date

10/1/22 12:00 AM

Period of Performance Duration (Months)

36

Anticipated Total Amount to be Awarded Under Solicitation

\$9,000,000.00

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.

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 for additional information](#).

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. See the [OJP Grant Application Resource Guide](#) for additional 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 the 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 solicitation cover page.

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

Application and Submission Information

The following application elements **must** be included in the application to meet the basic minimum requirements to advance to peer review and receive consideration for funding:

- Proposal Abstract
- Proposal Narrative
- Budget Worksheet and Budget Narrative (web-based form) (The web-based form includes the budget details and the budget narrative.)

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 of 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 preapplications, 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 the application 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. 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 the 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 written in the third person and 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; have no less than 1-inch margins; and should not exceed 30 pages. Pages should be numbered and submitted as an attachment. If the proposal narrative fails to comply with these length restrictions, OJJDP may consider such noncompliance in peer review and in final award decision.

The following sections must be included as part of the proposal 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 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" discussion. Applicants can visit OJP's performance measurement page at www.ojp.gov/performance for an overview of performance measurement activities at OJP.

A list of performance measure questions for this program can be found at <https://ojdp.ojp.gov/funding/grant-performance-measurement/fy-2022-performance-measures>.

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

OJJDP will require award recipients to submit performance measurement data and performance reports in JustGrants. OJJDP will provide further guidance on the post-award submission process, 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 in the "Note on Project Evaluations" section in the [OJP Grant Application Resource Guide](#).

Goals, Objectives, Deliverables, and Timeline

Applicants will submit the FY 2022 Drug Treatment Court TTA Program goals, objectives, deliverables, and timeline in the JustGrants web-based form.

Budget and Associated Documentation

Budget Worksheet and Budget Narrative (Web-based Form)

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

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 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 the link to the questionnaire and additional information.

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

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](#).

Disclosures 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; 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 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 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 11:59 p.m. eastern time on May 31, 2022.

The full application must be submitted in JustGrants by 8:59 p.m. eastern time on June 14, 2022.

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 of 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 the Response Center within 24 hours of the Grants.gov deadline to request approval to submit after the deadline. However, waiver requests will not be reviewed until after the JustGrants deadline to allow time for all waivers to be submitted. 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 and any applicable SAM.gov tracking number(s), Grants.gov Help Desk ticket numbers, 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 Criteria

Merit Review Criteria

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

1. Description of the Issue (10%) – 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 (10%) – evaluate the applicant's understanding of the performance data reporting requirements and the plan for collecting the required data.
5. Budget (10%) – 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, strategic priorities, 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 the basic minimum requirements will be evaluated for technical merit by a peer review panel(s) in accordance with OJP peer review policy and procedures using the review criteria listed above.

OJP screens applications to ensure they meet the basic minimum requirements prior to conducting the peer review. Although specific requirements may vary, the following are common requirements applicable to all OJP solicitations:

- 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 the basic minimum requirements.

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 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 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 consider 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 the 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, 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, 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.)

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, see the solicitation cover page.

For contact information for 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.

Performance Measures

A list of performance measure questions for this program can be found at <https://ojjdp.ojp.gov/funding/grant-performance-measurement/fy-2022-performance-measures>

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 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)
- Select the correct Competition ID
- 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 [ojp.gov/financialguide/DOJ/PostawardRequirements/chapter3.10a.htm](#) (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:
 - Category 1: \$4,000,000
 - Category 2: \$5,000,000

Review Eligibility Requirement:

The following entities are eligible to apply:

- Public and state-controlled institutions of higher education
- Private institutions of higher education
- 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
- For-profit organizations other than small businesses
- Native American organizations (other than federally recognized governments)
- Small businesses

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
- 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 error notifications are received:

- Contact the Grants.gov Customer Support Hotline at 800-518-4726 or 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:

- Proceed to complete application in JustGrants

Content of Application Submission: Critical Application Elements

The following items are critical application elements required to pass the basic minimum requirements review. If

OJP determines that an application does not include the following elements, it will neither proceed to peer review, nor receive further consideration.

- Proposal Abstract
 - Proposal Narrative
 - Budget Worksheet and Budget Narrative (web-based form)
- Information to Complete the Application for Federal Assistance (SF-424) in 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](#))

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 no JustGrants application submission, validation, or error notifications are received:

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