



The [U.S. Department of Justice](#) (DOJ) is seeking applications for funding to improve public safety and victim services in tribal communities. This solicitation provides federally recognized tribes and tribal consortia an opportunity to apply for funding to aid in developing a comprehensive and coordinated approach to public safety and victimization. The majority of DOJ's existing Tribal Government-specific programs are included in and available through this single Coordinated Tribal Assistance Solicitation.

U.S. Department of Justice

Coordinated Tribal Assistance Solicitation

Fiscal Year 2020 competitive grant announcement

Eligibility

***Each purpose area may have different eligibility requirements. For more information, please review the eligibility information under each purpose area section.**

- 1) Federally recognized Indian tribes.¹
- 2) Consortia consisting of two or more federally recognized Indian tribes.
- 3) Tribal designees are eligible applicants only for certain activities related to the DOJ's Office on Violence Against Women (OVW) and Office for Victims of Crime (OVC) programs (see eligibility information for CTAS Purpose Areas 5 and 6, respectively).

Application Deadline

The application period for the FY 2020 CTAS solicitation begins **December 4, 2019**. All applications must be submitted through Grants Management System (GMS) no later than **February 25, 2020, at 9:00 p.m. ET**.

Applicants must register in DOJ's online Grants Management System (GMS)

<https://grants.ojp.usdoj.gov/gmsexternal/> and submit all required application materials by the deadline of **9:00 p.m. ET on Tuesday, February 25, 2020**. Applications submitted after the deadline will *not* be considered for funding.

Note: If Internet access is not available to submit an application electronically to GMS, contact the Response Center at 800-421-6770 no later than Friday January 24, 2020, to request instructions on how to submit an application by alternative means.

If an applicant experiences unforeseen GMS technical issues beyond its control that prevent it from submitting its application by the deadline, the applicant must email the [GMS Help Desk](#) and the Response Center **within 24 hours after the application deadline** in order to request approval to submit its

¹ See 25 U.S.C. § 5304(e) which, for purposes of this solicitation, provides the applicable definition of "Indian tribe."

application after the deadline. For information on reporting technical issues, see “Experiencing Unforeseen GMS Technical Issues” under [How to Apply](#).

IMPORTANT NOTICE: Each tribe, tribal consortium, or tribal designee may only submit one application.

An application can be revised in GMS until the application deadline, **9:00 p.m. ET, Tuesday, February 25, 2020**. Please note that only the final version of an application submitted in GMS will be considered.

A tribe may apply as part of a consortium and also submit its own independent application provided that the independent application is for funding for activities that are different from those activities for which the tribal consortium has applied.

Contact Information

Technical assistance for submitting an application

For technical assistance with submitting an application, contact the GMS Service Desk at 888-549-9901, option 3, or via email at GMSHelpDesk@usdoj.gov. The GMS Service Desk is open 24 hours per day, 7 days per week, including U.S. Federal Government holidays.

Solicitation requirements programmatic and general assistance

For programmatic and general assistance with the solicitation requirements, contact the Response Center at 800-421-6770 or via email at tribalgrants@usdoj.gov. The Response Center’s hours of operation are Monday–Friday, 9:00 a.m. to 5:00 p.m. ET, except during U.S. Federal Government holidays.

Information regarding upcoming webinars and trainings is available at www.justice.gov/tribal/training-and-technical-assistance.

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Coordinated Tribal Assistance Solicitation (CTAS)

A. CTAS Description

Overview

CTAS combines the majority of DOJ's existing Tribal Government-specific competitive solicitations into a single solicitation requiring only one application from each tribe or tribal consortium. This approach provides federally recognized tribes, tribal consortia, and tribal designees the opportunity to develop a comprehensive approach to public safety and victimization issues. **Note: CTAS is not a program but is the overarching structure, under which tribes can apply to eight separate grant programs, from five grant making offices, through a single application.**

DOJ has incorporated feedback from tribes and made the following **changes to CTAS for FY 2020**:

- OVC will fund a stand-alone comprehensive victim services solicitation in FY 2020.
- BJA's Addressing Violent Crime in Tribal Communities will not be included within CTAS in FY 2020.
- The CTAS PA 4 (Tribal Justice System Infrastructure Program) has been expanded to provide funding to support physical infrastructure projects related to domestic violence shelters/safe homes/transitional living facilities/advocacy programs as a funding option and adding capacity/equipment/infrastructure to support staff training fitness and wellness.
- For FY 2020, awards under the OVW Tribal Governments Program (PA #5) will be made for up to \$900,000 for 36 months. At the end of the 36-month award period, grantees may be eligible to receive 24 months of additional noncompetitive funding up to \$600,000 to continue their projects.
- For FY 2020, awards for officer hiring under the COPS Office's Purpose Area 1 will be made for 60 months. PA 1 equipment and training awards will be made with a 36-month award period.
- For FY 2020 PA 2, 3, 4, 8, 9 awards will be made for 60 months.
- For PA 9, applicants have the choice of two categories under which to apply. Category 1 is for funding to begin a new program and Category 2 is for funding to continue an existing effort.
- The question-and-answer templates have been further streamlined and refined across purpose areas to ensure greater clarity and reduce duplication.

In response to a single tribal or tribal consortium application requesting funds from multiple purpose areas, multiple awards may be made.

In addition to CTAS for FY 2020 funding, federally recognized tribes and tribal consortia may be eligible for and are encouraged to submit separate applications to any non-Tribal Government-specific DOJ

grant programs for which they may be eligible. For information on additional funding sources, go to www.grants.gov and the websites of individual federal agencies.

The DOJ components offering Tribal Government–specific grant resources through CTAS are listed below. For more information on each component, see www.justice.gov/tribal/.

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

B. Purpose Areas

The DOJ specific competitive grant programs outlined in this CTAS solicitation are referred to as purpose areas. Applicants may apply for funding under the purpose area(s) that best address tribes' concerns related to public safety, criminal and juvenile justice, and responses to domestic violence, child abuse, sexual assault, and other crimes. Below is a list of the purpose areas.

1. Public Safety and Community Policing (COPS Office)
2. Comprehensive Tribal Justice Systems Strategic Planning (BJA, COPS Office, OVW, OJJDP, OVC)
3. Tribal Justice Systems Program (BJA)
4. Tribal Justice System Infrastructure Program (BJA)
5. Tribal Governments Program (OVW)
6. Children's Justice Act Partnerships for Indian Communities (OVC)
7. Tribal Victim Services Program (OVC) is not included in CTAS this year. OVC will be funding a comprehensive victim services solicitation in FY 2020, however, it will be a stand-alone solicitation not included in CTAS.
8. Juvenile Tribal Healing to Wellness Courts (OJJDP)
9. Tribal Youth Program (OJJDP)

C. Frequently Asked Questions

For further information on this solicitation's requirements and supporting documents, see the frequently asked questions (FAQ) at <https://www.justice.gov/tribal/open-solicitations>.

D. What an Application Should Include

Items noted by ** (double asterisks) **MUST** be included in the application submission for an application to meet the minimum requirements to advance to peer review and receive consideration for funding.

The application **should include** the following:

a. **Application Cover Sheet**

Applicants must include a high-quality project abstract for each purpose area under which the applicant is request funding. It should summarize the proposed project in 400 words or less (500 words or less for applicants requesting funding in multiple purpose areas). The fillable application cover sheet template for abstracts can be found in the GMS along with all other documents needed to complete an application at: <https://grants.ojp.usdoj.gov/CTAS/>.

b. **Tribal Community and Justice Profile**** (30% of application score)

Applicants must use The Tribal and Community Justice Profile template provided in the GMS at <https://grants.ojp.usdoj.gov/CTAS/>. This document is designed to allow the tribe to describe its community strengths, resources, current justice system design and capacity, problems/challenges, and the need for federal assistance to address these issues.

The Tribal Community and Justice Profile will be rated based on the following criteria:

- The extent to which the application fully responds to the requested information
- The need for funding as described in the Tribal Community and Justice Profile

c. **Purpose Area Narrative(s)**** (50% of application score)

Applicants must submit a **separate narrative for each purpose area** to which they are applying. Through a series of questions, the template for each purpose area covers the following topics:

- Project or program design and implementation
- Capabilities and competencies
- Evaluations, to measure impact, outcomes, performance and data collection

Each purpose area has a separate narrative template designed to address the unique focus and requirements of the purpose area. Applicants should ensure the project goals described in their proposal are consistent with the purpose area goals and activities. The Purpose Area Narrative cannot exceed for each purpose area (see PA templates for additional guidance).

Each electronic file should be saved (where) with a title that reflects what it contains as well as the applicant tribe. For example, a file may be saved as “[Tribe]. Purpose Area1 Narrative.doc.”

The Purpose Area Narrative will be rated based on the following criteria:

- The extent to which the application fully responds to the requested information
- The extent to which the application explains the connection between the Purpose Area request and the need(s) identified in the Tribal Community and Justice Profile.

d. **Application Timeline(s)** (5% of application score)

Applicants are encouraged to use this single template to submit a detailed timeline for all purpose areas under which the applicant is requesting funding. The timeline should include the entire period of the grant activities to include performance goals, project milestones and activities completion dates. It should assign responsibility and expected completion of each task by year and then by month or quarter for the duration of the award. Use “Year 1,” “Month 1,” “Quarter 1,” etc., not calendar dates. If awarded, grantees will be expected to update the timeline(s) as appropriate when changes occur throughout the life of the award(s).

The Project/Program Timeline submission will be rated on the following criteria:

- The extent to which the timeline is complete and all activities can be reasonably completed within the award period and with the resources allocated.

Applicants must use the application timeline template provided in the GMS at <https://grants.ojp.usdoj.gov/CTAS/>.

e. **Budget Detail Worksheet, Budget Narrative, and Demographic Form**** (Demographic Form is only applicable for COPS PA #1 Applicants) (15% of application score)

DOJ has developed a Budget Detail Workbook that includes the Demographic Form, the Budget Detail Worksheet(s), and the Budget Narrative(s) into a single document. The workbook is user-friendly and has been designed to calculate totals; therefore, applicants are strongly encouraged to use the workbook when completing their proposed budgets. The fillable versions of the budget detail worksheet, budget narrative and demographic form can be downloaded from the GMS system or at <https://grants.ojp.usdoj.gov/CTAS/>.

Only one workbook is required to be completed per application. The workbook must include both a Budget Detail Worksheet and Budget Narrative for each purpose area for which funds are being requested. The Demographic Form collects important demographic information that pertains to Purpose Area 1 and **only** applicants applying for Purpose Area #1 should complete the demographic form.

Budget Detail Workbook:

An applicant is required to submit only one **workbook**; however, multiple worksheets within the workbook may need to be completed based on the applicant’s purpose area requests. The Budget Detail Workbook and other required documents can be accessed in GMS at: <https://grants.ojp.usdoj.gov/CTAS/>.

Demographic Form (PA #1 applicants only):

The Demographic Form is designed to capture the unique characteristics of each tribe in order to paint a more detailed picture of each tribe's strengths and challenges. Each applicant applying for Purpose Area #1 should complete the form in its entirety. If the applicant is unable to answer all or part of the form, an explanation for the missing information should be provided in the available space.

Budget Detail Worksheet:

The Budget Detail Worksheet should provide a detailed computation for each budget line item, listing the total cost of each and showing how it was calculated by the applicant. For example, costs for personnel should show the annual salary rate and the percentage of time devoted to the project for each employee paid with grant funds. The Budget Detail Worksheet should present a complete itemization of all proposed costs. There should be a clear link between the activities proposed and the items included in the budget.

Budget Narrative:

The Budget Narrative must clearly describe every category of expense listed in the Budget Detail Worksheet. DOJ expects proposed budgets to be complete, cost-effective, and allowable. The narrative must correspond with the information and figures provided in the Budget Detail Worksheet.

The narrative must also explain how all costs were estimated and how they are relevant to the completion of the proposed project.

Applicants should demonstrate in their budget narratives how they will maximize cost-effectiveness of grant expenditures. Budget narratives should generally describe cost-effectiveness in relation to potential alternatives and the goals of the project. For example, a budget narrative should detail why planned in-person meetings are necessary, or how technology and collaboration with outside organizations could be used to reduce costs without compromising quality.

The narrative should be mathematically sound and correspond with the information and figures provided in the Budget Detail Worksheet. The narrative should explain how the applicant estimated and calculated all costs, and how they are relevant to the completion of the proposed project. The narrative may include tables for clarification purposes but need not be in a spreadsheet format. As with the Budget Detail Worksheet, the Budget Narrative should be broken down by year.

If an applicant is applying as a consortium, combine the data for all the tribes represented in the application. An applicant should identify the application as being from a consortium and list the represented tribes in the appropriate section of the Budget Detail Workbook.

The Budget Detail Worksheet, Budget Narrative, and Demographic Form submission will be rated based on the following criteria:

- The extent to which the application includes all of the requested information
- The extent to which the budget is reasonable and that all costs in the budget are linked to activities described in the Purpose Area Narrative
- The data included in the Demographic Form (PA # 1 Applicants Only)

Note: Applicants are required to use the provided workbook with the Demographic Form, Detail Worksheet, and Budget Narrative. Find the Budget Detail Worksheet and Demographic Form at <https://grants.ojp.usdoj.gov/CTAS/>.

f. Tribal Authority to Apply for Grants under CTAS

For FY 2020 CTAS, only tribal consortia applying on behalf of multiple tribes or designees applying on behalf of a tribe will be asked to submit documentation reflective of their legal authority to apply for funds under CTAS on behalf of the designating tribe(s).

Regarding a **tribal consortium** application, the applicant must submit documentation that the consortium has the authority to apply, as described above, on behalf of each tribal consortium member, unless existing consortium bylaws or other tribal governance documents allow action without explicit authorization from the member tribes in the consortium. In that case, a copy of the bylaws or other governance documents that allow the tribal consortium's action without explicit support from all consortium members must be included with the application. **This documentation must be current, must be sufficient to demonstrate authority for the application, must contain authorized signature(s), and must be submitted by the application deadline, February 25, 2020.**

If the applicant is a **tribal designee**, it is eligible to apply **only** under Purpose Area #5 OVW Tribal Governments Program, Purpose Area #6 OVC Children's Justice Act Partnerships for Indian Communities. For these purpose areas, the applicant will need a tribal resolution or other satisfactory evidence of legal authority from the tribe as part of the application, which must (1) authorize the applicant to submit an application on behalf of the federally recognized Indian tribe and (2) state the tribe's support for the project and its commitment to participate in the project if it is selected for funding. **This resolution or other satisfactory evidence of legal authority must be current, must be sufficient to demonstrate authority for the application, must contain authorized signature(s), and must be submitted by the application deadline, February 25, 2020.**

See the FAQs at <https://www.justice.gov/tribal/open-solicitations> for the tribal legal documentation requirements related to political subunits making requests to submit applications separately from federally recognized Indian tribes.

g. Applicant Disclosure of High-Risk Status for any Applicant Requesting Funding under CTAS.

If an applicant is designated as high risk by a federal grant-making agency, then the applicant must include documentation (e.g., letter) from the designating federal agency and the following information in its application:

- The name of the federal agency that designated the applicant as high risk
- The date the federal agency designated the applicant as high risk
- The name, phone number, and email address of the applicant's point of contact at the federal agency that designated the applicant as high risk
- The reasons for the high-risk designation as set out by the federal awarding agency identified above

Providing this disclosure will not disqualify any organization from receiving a DOJ award. DOJ may determine to impose additional oversight of the award, however, and will describe any such additional oversight in the award documentation.

If the high risk designation does not make the applicant disqualified, DOJ will place additional oversight or special conditions on the award.

h. Applicant Disclosure of Pending Applications and Active Awards

Applicants are required to disclose whether they have pending applications for federally funded grants or subgrants (including cooperative agreements) or active awards that include continuation funding to support the same project being proposed under this solicitation and to cover the identical cost items outlined in the budget narrative and worksheet in the application under this solicitation. The disclosure should include both direct applications/awards for federal funding (e.g., applications to federal agencies) and indirect applications/awards for such funding (e.g., applications to state agencies that will subgrants federal funds).

DOJ seeks this information to help avoid any inappropriate duplication of funding. Leveraging multiple funding sources in a complementary manner to implement comprehensive programs or projects is encouraged and is not seen as inappropriate duplication.

Applicants with pending applications or active awards must provide information about *pending* applications submitted within the last 12 months that are still pending or active awards that are ongoing:

- The federal or state funding agency name
- The solicitation name or project name
- The point of contact information at the applicable funding agency

The following table shows samples of the information applicants must provide if they have pending applications as described here.

Federal or state funding agency	Solicitation name/project name	Name/phone/email for point of contact at funding agency
DOJ/COPS Office	COPS Hiring Program	Jane Doe, 202-000-0000, jane.doe@usdoj.gov
HHS/Substance Abuse & Mental Health Services Administration	Drug Free Communities Mentoring Program/North County Youth Mentoring Program	John Doe, 202-000-0000; john.doe@hhs.gov

Applicants should include the table as a separate attachment, with the file name “Disclosure of Pending Applications and Active Awards,” to their applications. Applicants that do not have pending applications or active awards as described above are to include a statement to this effect in the separate attachment page (e.g., “[Applicant Name on SF-424] does not have pending applications submitted within the last 12 months for federally funded grants or subgrants (including cooperative agreements) or active awards that include funding to support the same project being proposed under this solicitation and to cover the identical cost items outlined in the budget narrative and worksheet in the application under this solicitation.”).

i. Disclosure of Lobbying Activities

Applicants that request more than \$100,000 under any CTAS purpose area may be required to complete and submit Form SF-LLL (Disclosure of Lobbying Activities) with their FY 2020 CTAS applications. Access to funds may be withheld if this form is not submitted (when it is required).

Consistent with 31 USC 1352 (and 28 CFR part 69), applicant “Indian tribes” and “tribal organizations” generally are not required to submit Form SF-LLL. (See 31 USC 1352(g).) “Indian tribes” and “tribal organizations,” as 31 USC 1352 defines those terms, still must obtain any required lobbying disclosure forms and certifications from a subrecipient (at any tier) or contractor (and subcontractor(s)) receiving more than \$100,000 in DOJ award funds that is not an “Indian tribe” or “tribal organization.” (A CTAS recipient must forward to the DOJ awarding agency any subrecipient, contractor (or subcontractor) lobbying disclosure form it is required – by law under 31 U.S.C. 1352 -- to obtain.

See the DOJ Grants Financial Guide for information on lobbying restrictions, and on lobbying restriction and certification requirements.

Access the form (SF-LLL) at <http://www.ojp.gov/funding/Apply/Resources/Disclosure.pdf>.

j. Indirect Cost Rate Agreement (if applicable)

Funding requests for indirect costs are only allowable if the applicant has a current federally approved indirect cost rate or if the applicant is eligible and elects to charge the *de minimis* indirect cost rate per 2 CFR 200.414(f).

k. Pre-award Risk Assessment Questions (Required for Purpose Area 5 applicants only)

For OVW Purpose Area #5, applicants must prepare a response to ten pre-award risk assessment questions, which can be found at <https://grants.ojp.usdoj.gov/CTAS/>. Please be sure to provide complete responses that address all questions. OVW will review the applicant's responses to assist in evaluating the adequacy of the organization's financial management system and to identify areas of need for training and technical assistance. This section of the application should be no more than four pages and should be a separate attachment. This information will be used for a mandatory pre-award risk assessment. Failure to provide this information or to respond to questions from OVW regarding this information in a timely manner could result in the applicant being removed from consideration or a delay in funds.

l. OJP Financial Management and System of Internal Controls Questionnaire Capability System of Controls Questionnaire (Required for OJP Purpose Areas: 2, 3, 4, 6, 8 and 9)

Every OJP applicant (other than an individual applying in his or her personal capacity) is required to download, complete, and submit the OJP Financial Management and System of Internal Controls Questionnaire (questionnaire) at <https://ojp.gov/funding/Apply/Resources/FinancialCapability.pdf> as part of its application.

m. Other attachments

Other attachments, as necessary, may include the following:

- Letters of support
- Resumes of key personnel
- Job descriptions for requested positions
- Memoranda of Understanding with any proposed partners
- Letter of non-supplanting
- Confidentiality notice form
- Documentation of collaboration

E. Using Templates and Formatting Your Application

Templates

If an application fails to comply with the length-related guidance stated for the Tribal Community and Justice Profile and the Purpose Area Narrative(s), this noncompliance may be considered in peer review and final award decisions.

DOJ recommends that uploaded files be clearly named to indicate the applicant tribe name and the file contents to ensure that reviewers can easily locate application documents. For example, a file may be saved as “[Tribe]. Purpose Area1 Narrative.doc”.

All other attachments—such as letters of support, resumes, and job descriptions for unfilled positions—should use descriptive file names and should identify the specific purpose area in the attachment(s).

The applicant may enter as much or as little text as needed for each question in the purpose area template as long as the total length of the entire Purpose Area Narrative does not exceed the limit for each purpose area. (See each PA Narrative template for specific limits.)

Applicants must double space and use a 12-point font size. (See PA templates for additional guidance.)

For all supporting documents pertaining to the Coordinated Tribal Assistance Solicitation, visit <https://grants.ojp.usdoj.gov/CTAS/>.

F. Purpose Areas—Specific Information

All awards are subject to the availability of appropriated funds and to any modifications or additional requirements that may be imposed by law.²

Listing of purpose areas:

1. Public safety and community policing (COPS Office Tribal Resources Grant Program— Hiring and Equipment/Training), CFDA #16.710

Goals and objectives

- To address the most serious tribal law enforcement needs
- To increase the capacity of tribal law enforcement agencies through prevention strategies, improved criminal investigations (human trafficking, missing or murdered Indigenous people), crime control and illegal drugs (methamphetamine, opioids)
- To implement or enhance community policing strategies
- To develop a crime control plan with the community

Applicants may apply for funding to include the following:

Strategic planning: Strategic planning activities related to community policing

Hiring:

Sworn: A full-time career law enforcement officer hired on a permanent basis and who is authorized by law or by a state, local, or tribal agency to engage in or oversee the prevention, detection, or investigation of violations of criminal laws.

Approved entry-level salaries and fringe benefits of newly hired, rehired³ full-time sworn career law enforcement officers, tribal/village police officers, and village public safety officers.

Rehired officers includes those who have been laid off by your jurisdiction (at the time of application) as a result of state, local, or BIA budget reductions; and/or rehire officers who are (at the time of application) currently scheduled to be laid off by your jurisdiction on a specific future date as a result of state, local, or BIA budget reductions.

All newly hired, additional, or rehired officers (or an equal number of redeployed veteran officers) funded under Purpose Area #1 must engage in community policing activities.

³ Rehired sworn law enforcement officers includes those who have already been laid off as a result of tribal or local budget reductions and or rehired officers who are (at the time of application) currently scheduled to be laid off by your jurisdiction on a specific future date as a result of state, local, or BIA budget reductions.

Applicants must budget for, and if awarded conduct, background investigations for all full-time career law enforcement officers funded by the grant. Background investigations should specifically comply with requirements established by state statute, ordinance, or tribal requirements. In the absence of existing standards for hiring, the background should include as a minimum: criminal history checks, screening for domestic violence, sex offender registry, credit checks, resume validation, work history verification, and personal and professional references.

Civilian: Salaries and fringe benefits for a full time methamphetamine and/or anti-opioid coordinators are allowable costs.

Equipment: Law enforcement equipment such as uniforms; bulletproof vests; standard issue equipment (handcuffs, ammunition carriers, gas agent, flashlight, duty knife, conducted electrical weapon, etc.) ; and appropriate police vehicles (as needed for law enforcement purposes to include anti-methamphetamine/opioid activities); technology such as computer hardware and software, mobile data terminals, radios, and communication systems. Applicants that do not already have an information-gathering system compatible with the Federal Bureau of Investigation (FBI) Uniform Crime Reporting (UCR) System are encouraged to request funds for National Incident-Based Reporting System (NIBRS)/UCR-compliant crime data systems. Applicants can also request hardware and software required to access national criminal justice related databases (e.g., National Crime Information Center).

Training: Law enforcement training such as basic training at a state academy or the Indian Police Academy in Artesia, New Mexico, as well as specialized police training, community policing training, crime reporting (e.g., NIBRS) training, and anti-methamphetamine, anti-opioid or human trafficking training. Applicants must budget for, and if awarded complete, basic law enforcement training for all full-time career law enforcement officers funded by the grant.

Applicants must budget travel costs for attendance by two staff members designated with grant implementation, monitoring and reporting at the **required** CTAS new grantee orientation meeting (for budgeting purposes, please use Washington, D.C., as the location for this meeting). See the GSA web site for determining allowable *per diem* travel costs: <https://www.gsa.gov/travel/plan-book/per-diem-rates>.

Travel: Airfare, lodging, and mileage reimbursement for meeting or training costs related to purpose area activities, including costs associated with any DOJ-required training. See the GSA web site for information on the FY 2020 Federal per diem rates that should be used in calculating lodging and per diem costs: www.gsa.gov/portal/category/21287.

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

- Sworn force of fewer than 10: No more than \$25,000
- Sworn force of 10 to fewer than 20: No more than \$50,000

- Sworn force of 20+: No more than \$75,000

Funding Caps: The COPS Office will impose caps on FY2020 awards based on the number of sworn officers as follows:

- Sworn officers of fewer than 10: No more than \$500,000
- Sworn officers of 10 to fewer than 20: No more than \$700,000
- Sworn officers of 20+: No more than \$900,000

The COPS Office will determine the overall funding cap based on the staffing numbers entered on the demographic form. The budgeted number of sworn officer positions will be used to determine the funding cap. The budgeted number is the number of sworn officer positions funded in your agency's budget, including funded but frozen positions, as well as state, Bureau of Indian Affairs, and or locally funded vacancies.

Awards for officer hiring will made for 60 months. Equipment and training awards will be made with a 36-month award period.

Specific requirements

☐ **CTAS New Grantee Orientation:** All applicants must budget for costs for travel and accommodations for two staff members designated with grant implementation, monitoring and reporting to attend the required CTAS new grantee orientation.

☐ **Background Investigations:** Applicants must budget for, and if awarded conduct, background investigations for all full-time career law enforcement officers funded by the grant.

☐ **Basic Law Enforcement Training:** Applicants must budget for, and if awarded complete, basic law enforcement training for all full-time career law enforcement officers funded by the grant.

☐ **Retention:** Applicants requesting funding for hiring must plan to retain grant-hired career law enforcement officers for 12 months after the expiration of the grant.

Failure to comply with the requirements and all COPS Office award requirements will result in legal sanctions including suspension and termination of award funds, the repayment of expended funds, ineligibility to receive additional COPS Office funding, and other remedies available by law.

Additionally, if your agency receives a hiring award Under Purpose Area #1 and after receiving the award your agency needs to change one or more of the funded hiring categories it received funding under, your agency must request a post-award modification and must receive prior approval before spending Purpose Area # 1 hiring funding. To obtain information on modifying the hiring award, please contact the COPS Office Response Center at 1800-421-6770.

To build your Purpose Area #1 narrative, use the provided template located in GMS. Find the Purpose Area #1 narrative template at <https://grants.ojp.usdoj.gov/CTAS/docs/Purpose Area 1 Narrative.docx>. **You will need your GMS password to access this fillable document.** Sample templates are available at www.justice.gov/tribal/open-sol.html for review without a password.

2. Comprehensive tribal justice systems strategic planning (BJA, COPS Office, OJJDP, OVW, and OVC), CFDA #16.608

The strategic planning program is supported by all five participating DOJ offices. It provides that Purpose Area #2 grantees that submit approved strategic plans will receive priority consideration for CTAS funding to implement the strategic plan in whole or in part in a future fiscal year following submission of applications in those purpose areas directly connected to the strategic plan.

Goals and objectives

To engage in comprehensive, justice system-wide strategic planning to improve tribal justice and safety including improving services for victims of crime, improving community wellness, increasing capacity to prevent crime, and addressing violent crime. Activities can include strategic planning and development of a Tribal Action Plan (TAP) as outlined in the Tribal Law and Order Act (TLOA). This planning process will be guided and supported by a training and technical assistance (TTA) provider provided by DOJ.

The strategic plan should address improving public safety through community-oriented strategies that are victim centered such as violent crimes, murder of Indigenous people, domestic violence, human trafficking, community courts, community prosecution, community corrections, and community policing. It should include organizational strategies to reorient the mission and activities of law enforcement toward the [community policing philosophy](#) and support the systematic use of partnerships and problem-solving techniques to proactively address the immediate conditions that give rise to public safety issues such as crime, social disorder, and fear of crime. DOJ welcomes incorporating traditional elements into the planning process and overall strategic plan as well as restorative and problem-solving approaches that seek to understand and address the risk factors for future crime.

Applicants may apply for funding to include the following:

Strategic planning: Develop a justice system-wide strategic plan that identifies the priority needs facing the applicant's justice system and outline a detailed, strength-based, victim-centered strategy that includes:

- Law enforcement;
- Courts;
- Community corrections;
- Alternatives to incarceration;
- Collaborative strategies to address serious and violent crime;
- Strategies to address crime related to substance and alcohol abuse, including opioids;
- Tribal jails programming;

- Crime victims' rights and services for all victims of crime, including services to promote safety for victims of child abuse, domestic violence, dating violence, sexual assault, and stalking;
- Addressing juvenile justice needs from prevention through re-entry; and
- Community resources that support alternatives to incarceration and re-entry into the community following incarceration (i.e., jail, prison, etc.).

Enhanced capacity to collect and analyze data: Build ongoing capacity to better understand and define priority crime and tribal safety issues through access to accurate and robust data related to the nature and extent of the criminal offenders and offenses, human trafficking, incidence of domestic violence, victim services, child abuse, other crime issues and other tribal data that help assess risk and distress in tribal nations. The planning process should build capacity to review data that will track the implementation of the strategic plan and assess its outcomes.

Personnel: It is recommended to engage a full- or part-time (approximately 75 percent full-time employee [FTE]) project manager to facilitate the planning process and work with the DOJ CTAS PA#2-identified technical assistance provider to coordinate daily activities.

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

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

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

Other Costs: Funds may be used for additional purposes to support the development of the strategic plan such as costs related to the printing and distribution of the plan, community outreach, and data collection. Funds may **not** be used for stipends, incentive items, food, or beverages.

To build your Purpose Area #2 narrative, use the template located in GMS. Find the Purpose Area #2 narrative template at <https://grants.ojp.usdoj.gov/CTAS/docs/Purpose Area 2 Narrative.docx>. **You will need your GMS password to access this fillable document.** Sample templates are available at www.justice.gov/tribal/open-sol.html for review without a password.

3. Tribal Justice Systems Program (BJA), CFDA #16.608

Goals and objectives

BJA's Tribal Justice Systems Program supports tribal efforts to develop, support, and enhance adult tribal justice systems and prevent crime, including crime related to opioid, alcohol, stimulant and other substance abuse. This funding supports a broad range of needs in the adult tribal justice systems from law enforcement to courts to corrections, consistent with the areas of activity outlined below. PA #3 projects that incorporate a research component will receive special consideration. Applicants are encouraged to be strategic in requesting funding focused on a limited number of key areas that will have the greatest impact, rather than seeking to expand many new areas of focus or services.

Applicants may apply for funding to include the following:

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

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

Risk and needs assessment: Develop and integrate the use of risk and needs assessment tools into the tribal justice system decision making process. To follow up on the results, coordinate access to key social services, tracking and case management of services, and ongoing risk assessment reviews.

Diversion and alternatives to incarceration: Employ decision making models and programming to divert low risk offenders, including juveniles at high risk for involvement in the adult system, from incarceration. Including law enforcement diversion, community supervision, mental health services and drug abuse treatment, electronic alcohol and offender monitoring, job training and placement, housing assistance, education, and family and community supports.

Prevention: Protect communities from crime related to alcohol and drug abuse, including opioids, methamphetamine, and prescription drug abuse and production. Support culturally relevant and appropriate evidence-based substance abuse prevention programs (see <https://www.samhsa.gov/nrepp>). Enhance security by addressing issues such as lighting, surveillance equipment, and community emergency alert and telephone systems.

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

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

Re-entry: Develop, implement, and enhance culturally appropriate re-entry programs. Also provide treatment, aftercare, and other re-entry supportive services to individuals re-entering communities from tribal, local, state, and federal correctional facilities.

Law enforcement: Identify, apprehend, and prosecute individuals who illegally transport, distribute, and abuse illegal substances in tribal communities (subject to existing legal authority). Support programming to improve officer safety and improve the delivery of law enforcement services related to opioid, stimulant, and other substance abuse-related crimes in the tribal community.

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

Strategic planning: Develop tribal action plans (see <https://www.samhsa.gov/tribal-ttac/training-technical-assistance/tap>) for alcohol and substance abuse. Increase coordination with relevant nontribal agencies and organizations, and among all levels of the tribe, engage in strategic planning efforts to address the needs of the tribe's justice system. Comprehensively address alcohol and substance abuse-related crime.

Training: Budget for registration fees and lodging costs associated with training events related to PA #3 activities and reimbursement costs associated with obtaining expert knowledge to assist with the development or enhancement of the program such as culturally appropriate training, technical assistance, treatment, and information technology. In planning their training needs, applicants should note that training will also be offered at no cost to grantees as part of the funded projects.

Travel: Applicants should budget for airfare, lodging, mileage and per diem for training costs related to PA #3 activities, including costs associated with DOJ-required training. This should include travel for two people to attend the required CTAS orientation. Please use Washington, D.C., as the destination when calculating the estimated costs for the required travel.

To build your Purpose Area #3 narrative, use the template located in GMS. Find the PA #3 narrative template at <https://grants.ojp.usdoj.gov/CTAS/docs/PurposeArea3Narrative.docx>. **You will need your GMS password to access this fillable document.** Sample templates are available at www.justice.gov/tribal/open-sol.html for review without a password.

Goals and objectives

The overall goal of BJA's Tribal Justice System Infrastructure Program (TJSIP) is to strengthen tribal justice system capacity by addressing physical infrastructure needs. TJSIP provides site-based funding to federally recognized tribes to renovate or expand existing tribal justice-related facilities or build prefabricated or permanent modular tribal justice-related facilities. The facility types supported by this program include police departments, courts, detention centers, multipurpose justice centers (including police departments, courts, and/or corrections), transitional living facilities (halfway houses), correctional alternative or treatment facilities, and domestic violence shelters/safe homes/transitional living facilities/advocacy programs.

Important note: Applicants seeking to use grant funds for renovation, expansion, replacement, or completion of construction should describe any additional resources that may be leveraged to complete the project. As a result of past experience funding these facilities, DOJ realizes that the maximum amount available under Purpose Area #4 may not be sufficient to complete projects of this nature without supplemental funding sources. Purpose Area #4 funding may be used to supplement other funding sources (e.g., federal, tribal) to complete these efforts. Should Purpose Area #4 funding not be sufficient to complete the entire project, applicants must detail the additional funding source(s) and provide documentation certifying that the funding has been secured.

Applicants may apply for funding to include the following:

Renovation, expansion, or prefabricated/permanent modular: Renovate or expand existing single jurisdiction or regional tribal justice-related facilities or build single jurisdiction or regional prefabricated or permanent modular facilities where there are no existing permanent structures available or sufficient to address staff/resident/detainee/inmate safety and security issues; add capacity for recidivism reduction programming; enhance facility service/function capacity; provide capacity, equipment, or infrastructure to support staff training, fitness, and wellness; and/or complement efforts to implement the enhanced authorities and provisions under TLOA and the Violence Against Women Reauthorization Act of 2013. Please note that temporary modular facilities are not allowable under Purpose Area #4. Temporary modular facilities are for short-term needs (e.g., natural disaster relief) and are not recommended for permanent applications.

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

Note: New construction projects are not allowable under this program.

Specific requirements

☐ **Purpose Area #4 Narrative (Operations and Maintenance Assistance):** If applicants are requesting assistance from the Bureau of Indian Affairs (BIA), Indian Health Services, or another agency external to the tribe to meet facility operations and maintenance needs, applicants should describe the existing request(s) for staffing, operations, and maintenance of the proposed renovated or expanded facility. Applicants should also provide the status of these requests. A tribe may submit, by authorizing resolution or other satisfactory evidence of legal authority, a commitment to fund the future staffing, maintenance, and operation of the renovated facilities in lieu of BIA or other agency funding support letters if the tribe chooses to be responsible for this ongoing cost.

☐ **Purpose Area #4 Narrative (Regional Projects):** Applicants interested in pursuing regional projects that involve two or more tribes will be required to submit memoranda of understanding, letters of support, or other documentation that demonstrate the support from the other participating tribes. Requests for funding to support regional projects will not be awarded without supporting documentation.

☐ **Purpose Area #4 Narrative (Project Feasibility):** All applicants requesting funding for renovation or expansion projects will be required to indicate in the program narrative whether the existing building proposed for improvements appears to be a viable structure for renovation and/or expansion with a design developed and approved by a qualified architect/engineer/contractor. If your tribe receives an award, the BJA TJSIP TTA provider will conduct a visual tour and surface inspection of the proposed facility to verify project feasibility. The purpose of this requirement is to ensure that using grant funds to renovate or expand the existing facility is justifiable. Award funds will be placed on hold until the BJA TJSIP TTA provider has completed the project feasibility verification process.

☐ **Purpose Area #4 Narrative (Staffing Levels):** Applicants requesting funds for renovation, expansion, or prefabricated or permanent modular projects must specify whether the tribe is going to maintain current staffing levels or require new staff as a result of the facility modification. In the event that additional staff members or other operational and maintenance funding will be needed as a result of the renovation or expansion, applicants must provide a staffing budget for the necessary operational staff and indicate how the new staff members will be funded as part of the facility operational plan. If funding for the new staff members is not in place at the time of application submission, the tribe must provide a tribal resolution or legal equivalent that indicates the source of funding that will be used to support the new staff members and the time frame for when the tribe expects to have funding in place to support the new staff members. In instances where renovation or expansion projects will result in additional bed space for corrections or community-based facilities, applicants must provide data in their applications that clearly substantiate the need for enhanced capacity.

☐ **Purpose Area #4 Narrative (Planning Process):** Applicants must demonstrate that they have completed a planning process that supports the need for renovation or expansion funding under TJSIP. Applicants must certify the extent of planning completed and present all relevant documents related to the completed planning activities with their applications. Applicants that have completed a formal or structured justice system planning process, such as the BJA Planning Alternatives and Correctional Institutions for Indian Country or the National Institute of Corrections Planning of New Institutions process, should attach documentation such as a master plan or needs assessment to receive priority

consideration for funding under the TJSIP purpose area. If applicants are seeking to renovate, expand, or replace, they should describe the development of a plan that explores building options to ensure a cost-effective design and provide the status of any requests to other agencies regarding the staffing, maintenance, and operation of the facilities being planned or renovated.

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

☐ **Real Property Requirement:** In accordance with DOJ real property standards (2 C.F.R. §200.311), BJA will continue to monitor facility usage and capacity levels once the grant ends. BJA and OJP retain a financial interest in funding the acquisition or improvement of real property because interest accrues with acquisition of land or buildings and improvements to land or buildings such as new construction or renovation. This extends solely to property use. So that the intent of the funding statute or authority is met throughout the useful life of a facility, even after a grant closes, BJA will require the grantee to submit regular reports on the status of the real property in which the Federal Government retains an interest. If a grantee ceases to need a grant-funded facility for the originally authorized purpose during its useful life, the grantee is obligated to request property disposition instructions from OJP/BJA, pursuant to 2 C.F.R. §200.311 (c).

☐ **National Environmental Policy Act (NEPA) Budget Allocation:** The National Environmental Policy Act (NEPA) of 1969 (Public Law 90-190; 42 U.S.C. § 4371, et seq.) established a national policy to promote the protection and enhancement of the environment. This policy was in response to growing concerns about the ecological balance and preservation of wildlife in America while meeting the demands of a growing population. Any BJA grantee with a project involving construction, expansion, renovation, facility planning, site selection, site preparation, and security or facility upgrades must be in compliance with NEPA requirements during the initiation of the project as part of its planning, site selection, and site preparation. The BJA grantee must complete the NEPA process prior to actual construction, expansion, renovation, or remodeling (including security upgrades).

A categorical exclusion, a class of actions which either individually or cumulatively would not have a significant effect on the human environment and therefore would not require preparation of an environmental assessment or environmental impact statement under NEPA, may be available for some projects where the NEPA impact is minimal. An environmental assessment (EA) assesses the need for a project or proposed action, alternatives to the project/action, and the environmental impacts of the proposed and alternative project/action. If a grantee is required to conduct an EA, the EA process can cost between \$20,000 and \$40,000. Applicants are strongly encouraged to allocate funding for this process in their grant applications. If BJA determines that an EA is not necessary for the proposed project, grant recipients will be permitted to request approval to reallocate these funds for other purposes related to the project. For more information regarding NEPA, please visit

<https://www.bja.gov/Funding/nepa.html>.

☐ **Project Insurance:** New construction and major renovation projects create unique insurance challenges, and property owners need to understand the obligations and responsibilities they assume when contracting with their preferred builders or contractors. It is best to consult with an experienced

independent insurance agent to assess the scope of a construction project and determine which policy is best suited to protect the owner's interests. BJA will require proof of project insurance prior to releasing funds to commence the construction/renovation/expansion project.

☐ **Authorization for Real Property Use:** Applicants must include documentation from the tribe's appropriate tribal governing body authorizing the use of tribal land or facilities for the purpose of renovation, expansion, or replacement. The documentation must specify the proposed facility(s) and/or area of land to be used for the project.

☐ **Grant Project Period:** Program planning should include a determination of the period of performance, not to exceed 60 months, necessary to complete the renovation, expansion, or replacement project without a no-cost grant extension.

To build your Purpose Area #4 narrative, use the provided template located in GMS. Find the Purpose Area #4 narrative template at <https://grants.ojp.usdoj.gov/CTAS/docs/Purpose Area 4 Narrative.docx>. You will need your GMS password to access this fillable document. Sample templates are available at <http://www.justice.gov/tribal/open-sol.html> for review without a password.

5. Tribal Governments Program (TGP), Office on Violence Against Women (OVW), CFDA #16.587

Note: OVW encourages tribes to apply for Tribal Governments Program funding to improve the criminal justice system response to violence against women, including supporting law enforcement, prosecution, courts, and multi-disciplinary teams. Although tribes may continue to apply for Tribal Governments Program funding for victim services, funding will also be available from OVC in FY 2020, under a stand-alone comprehensive victim services solicitation for projects focused on improving services for victims of crime.

Statutory Project Areas (See 34 U.S.C. § 10452)

- To develop and enhance effective governmental strategies to curtail violent crimes against and increase the safety of Indian women consistent with tribal law and custom.
- To increase tribal capacity to respond to domestic violence, dating violence, sexual assault, sex trafficking, and stalking crimes against Indian women.
- To strengthen the tribal justice interventions, including tribal law enforcement, prosecution, courts, probation, correctional facilities.
- To enhance services to Indian women victimized by domestic violence, dating violence, sexual assault, sex trafficking, and stalking.
- To work in cooperation with the community to develop education and prevention strategies directed toward issues of domestic violence, dating violence, sexual assault, sex trafficking, and stalking.
- To provide programs for supervised visitation and safe visitation exchange of children in situations involving domestic violence, sexual assault, or stalking committed by one parent against the other with appropriate security measures, policies, and procedures to protect the safety of victims and their children.
- To provide transitional housing for victims of domestic violence, dating violence, sexual assault, sex trafficking, or stalking, including rental or utilities payment assistance and assistance with related

expenses such as security deposits and other costs incidental to relocation to transitional housing, and support services to enable a victim of domestic violence, dating violence, sexual assault, sex trafficking, or stalking to locate and secure permanent housing and integrate into a community.

- To provide legal assistance necessary to provide effective aid to victims of domestic violence, dating violence, sexual assault, sex trafficking, and stalking who are seeking relief in legal matters arising as a consequence of that abuse or violence, at minimal or no cost to the victims.
- To provide services to address the needs of youth who are victims of domestic violence, dating violence, sexual assault, sex trafficking, or stalking and the needs of youth and children exposed to domestic violence, dating violence, sexual assault, or stalking, including support for the non-abusing parent or caretaker of the youth or child.
- To develop and promote legislation and policies that enhance best practices for responding to crimes against Indian women, including the crimes of domestic violence, dating violence, sexual assault, stalking, and sex trafficking.

OVW Priority Areas

In FY 2020, OVW is interested in supporting the priority area(s) identified below. Applications proposing activities in the following areas will be given priority in funding decisions.

- Reduce violent crime against women and promote victim safety through investing in law enforcement and increasing prosecution.
- Applications proposing to use grant funds to hire and train a .5 full time equivalent or more law enforcement position, including village public safety officers, will receive priority in funding decisions. In addition, applications proposing to use grant funds to establish a domestic violence court/docket or a specialized prosecution or probation unit with trained personnel will receive priority in funding decisions.
- Empower Victims to become Survivors by growing them past their vulnerabilities to a place of self-sufficiency.
- Increase efforts to combat stalking.

Applicants may apply for funding to include the following

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

Staffing: Salary and fringe benefits or contract costs for victim advocates; criminal justice system or court personnel; CCR team coordinators; staff for a domestic violence shelter, safe home, or transitional housing facility; civil legal assistance attorneys; batterers' intervention program staff; staff for supervised visitation and safe exchange centers; paralegals; clerical support staff; counselors; volunteer coordinators; and management positions to oversee project staff. Note: The need for the position must be justified in the purpose area narrative and tribal narrative profile. For example, if an applicant is applying to hire a domestic violence police officer, OVW will expect to see information on the size of the police force, the number and percentage of domestic violence calls, and why the current police response needs improvement.

Victim services: Services and resources for victims of domestic violence, dating violence, sexual assault, sex trafficking, or stalking, including, but not limited to: crisis hotlines; emergency shelter services; accompaniment and advocacy; crisis intervention, short-term individual and group support services, and comprehensive service coordination; information and referrals; community-based, linguistically- and culturally-specific services; and development and distribution of relevant materials for victims.

Children and youth services: Prevention strategies, including bystander intervention, peer-to-peer education, parent/guardian education, and training men to be mentors and role models; and intervention strategies, including advocacy, counseling services, home visitation, mental health services, educational support, and transportation.

Criminal justice interventions: Costs related to dedicated court dockets, law enforcement, or prosecution units; CCR teams; tribal code or administrative procedure revisions; batterers' intervention programs, fatality reviews; and activities necessary to implement enhanced sentencing under the federal Tribal Law and Order Act (TLOA) and/or special domestic violence criminal jurisdiction (SDVCJ). Note: OVW funds may not be used to fund legal representation of defendants in criminal matters. Note also that OVW has a separate grant program for implementation of SDVCJ under the Violence Against Women Reauthorization Act of 2013. Please see the OVW website (www.justice.gov/OVW) for more information.

Training and travel: Local mileage reimbursement for program staff; airfare, hotel, and *per diem* to travel to OVW-sponsored training and technical assistance events; discipline specific and/or multi-disciplinary team training for personnel involved in the implementation of the proposed project.

Prevention: Development and distribution of materials and resources; curriculum development; and local meeting costs tied directly to the development of a strategy to prevent domestic violence, dating violence, sexual assault, stalking, and sex trafficking.

Equipment and supplies: List nonexpendable items that are to be purchased. Examples include general office equipment and supplies, including computers, printers, and scanners; office furniture for project staff; furnishings, small appliances, and cleaning supplies for a domestic violence shelter, safe home, or transitional housing units; LCD projectors or cameras; vehicles for use by program staff; rape kits; postage; and materials for traditional arts and crafts. (**Note:** The organization's own capitalization policy for classification of equipment should be used. Expendable items should be included in the "Supplies" category. Applicants should analyze the cost of purchasing versus leasing equipment, especially high-cost items and those subject to rapid technical advances. Rented or leased equipment costs should be listed in the "Contractual" category. Explain how the equipment is necessary for the success of the project.)

Cultural and traditional practices: Costs for cultural and traditional practices, including talking circles, healing ceremonies for victims, traditional gatherings for victims and survivors, and sweat lodges.

Programming for underserved populations: Costs for increasing access to programming for any marginalized or underserved populations (based on race, ethnicity, sexual orientation, gender identity, disability, age, etc.), including, as appropriate, interpretation, translation, and adaptive equipment for individuals with limited English proficiency, with disabilities, or who are Deaf or hard of hearing.

Specific requirements

☐ **Confidentiality:** In accordance with 34 U.S.C. § 12291(b)(2), recipients of OVW funding and their subgrantees must protect the confidentiality and privacy of persons receiving OVW-funded services to support victims' safety. Funded applicants will be required to document their compliance with this provision. All applicants are required to acknowledge that they have received notice that grantees and subgrantees must comply with the confidentiality and privacy requirements of the Violence Against Women Act as amended. The acknowledgement form is available on the OVW website at https://www.justice.gov/sites/default/files/ovw/pages/attachments/2015/01/20/confidentiality_acknowledgement_form_42015.pdf and must be signed by the authorized representative and uploaded with the application in GMS. Frequently asked questions about the confidentiality requirement are available at <https://www.justice.gov/ovw/page/file/1006896/download>.

☐ **Eligibility:** A federally recognized tribe *or* an organization that is acting as the **authorized designee** of a federally recognized Indian tribe may apply. If the applicant is a **tribal designee** under the OVW Tribal Governments Program, the applicant must include a tribal resolution or equivalent legal authorization from the tribe as part of the application. This resolution or equivalent legal authorization must:

- Demonstrate eligibility to apply for the program for both the federally-recognized tribe and the tribal designee partner;
- Demonstrate (1) the applicant is authorized to submit an application on behalf of the federally recognized Indian tribe; (2) the tribe supports the project and that is committed to participating in the project if it is selected for funding; and (3) how information sharing will occur to ensure the tribe is informed about the project implementation and its impact on tribal individuals, families, and communities.
- Be current (developed within the open period of this solicitation);
- Contain authorized signature(s); and
- Be submitted by the application due date.

In addition, applicants that received three-year awards under the OVW Tribal Governments Program funding in FY 2018 or FY 2019 are not eligible to apply for a new project or for continuation funding with regard to their FY 2018 or FY 2019 awards. This eligibility requirement also extends to entities authorized to apply on behalf of the tribe(s). In addition, if a tribe has an award from FY 2018 or FY 2019, it may not apply through a designee in FY 2020. Note: OVW will not fund the same entity, as either lead recipient or a partner/subrecipient on more than two discretionary awards in FY 2020, absent extenuating circumstances. This award limit applies to all OVW programs but does not include awards made for nationwide projects, such as those made under OVW's Training and Technical Assistance Initiative.

Applicants with OVW Tribal Governments Program awards from FY 2017 or earlier generally are eligible to apply for funding in FY 2020. However, if the applicant has a substantial amount of unobligated funds remaining (50% or more of funds remaining in the FY 2017 or earlier award) as of March 31, 2020, without adequate justification as determined by OVW, it may not be considered for funding, or may receive a reduced award amount if selected for funding in FY 2020. Awards under this program for FY 2020 will be made for up to \$900,000 for the entire 36 months. At the end of the 36-month award period, grantees may be eligible to receive 24 months of additional noncompetitive funding up to \$600,000 to continue their projects.

New applicants: Applicants that have never before received funding from OVW or whose last award from OVW closed on or before September 30, 2019 are eligible to request up to \$900,000.

Current grantees: Applicants that have at least one active, current award from OVW are considered current grantees. There is no explicit limit on how much current grantees can request; however, because of demand for funding, OVW anticipates that it will not be able to offer current grantees an award totaling more than \$900,000. Applicants should consider the level of effort necessary to complete the proposed project and the amount of funds that were expended during the current 36-month budget cycle—not solely the amount that was previously awarded—in deciding how much to request in FY 2020. Current grantees are encouraged to propose projects, incorporating new project areas and activities, that expand upon the currently funded program in an effort to continue building a comprehensive community response to sexual assault, domestic violence, dating violence, stalking, and sex trafficking.

☐ **Collaborative partnership:** Applications for this purpose area must demonstrate that the proposal was developed in consultation with a qualified partner. For the purposes of this solicitation, a “qualified partner” is: (1) a nonprofit, nongovernmental Indian victim services provider organization, such as a domestic violence shelter program or rape crisis center; (2) a nonprofit, nongovernmental tribal domestic violence or sexual assault coalition; or (3) an advisory committee that includes women from the community to be served by the proposed project. Prior to receipt of an award and the release of grant funds, the applicant will be required to provide OVW with a letter of support from a qualified partner. For an example of such a letter of support, visit <https://www.justice.gov/tribal/open-solicitations>.

Additionally, applicants proposing projects focusing on youth are strongly encouraged to:

1. Demonstrate substantial partnerships with as many as possible of the following:
 - a. A school or school district.
 - b. A domestic violence or sexual assault service provider, if the applicant is itself not such a service provider.
 - c. A children- and youth-focused program, such as Head Start or an after-school, community-based program, if the applicant is itself not such a program.
 - d. A culturally-specific service provider or an organization that works with the identified target population(s) for the proposed project, if the applicant is itself not such a provider or organization.

2. Ensure one or more of the project partners has a history of conducting prevention education, intervention strategies, or community awareness activities related to sexual assault, domestic violence, dating violence and stalking.
3. Ensure one or more of the project partners has the expertise and history to provide trauma-informed victim services, including victim advocacy, crisis counseling, or mental health services, for the proposed age range (children/youth/young adults).
4. Provide victim services, such as crisis counseling and referrals, through their own programming or through an appropriate project partner for all project activities that specifically engage youth and/or parents, care providers, or legal guardians.

For more information, visit www.justice.gov/tribal/open-solicitations for a resource document on projects addressing youth.

☐ **Victim safety and offender accountability:** Applications for this purpose area will be reviewed and evaluated on the extent to which the applicant proposes sound strategies to enhance victim safety and offender accountability at <https://www.justice.gov/ovw/resources-applicants>. OVW does not fund activities that jeopardize victim safety, deter or prevent physical or emotional healing for victims, or allow offenders to escape responsibility for their actions. Information on activities that compromise victim safety and recovery and undermine offender accountability may be found in the OVW Solicitation Companion Guide at <https://www.justice.gov/ovw/resources-applicants>.

☐ **Travel budget requirement:** Applicants from the lower 48 states must budget \$30,000 and applicants from Alaska must budget \$35,000 in travel over the course of the project for OVW training and technical assistance, which includes the three required DOJ-sponsored trainings identified below.

☐ **New grantee orientation:** All new grantees must participate in a mandatory new grantee orientation. Continuation grantees may send new staff to the new grantee orientation.

☐ **Annual tribal summit:** All grantees must participate in the annual tribal summit.

☐ **Biennial sex trafficking conference:** All grantees must participate in the bi-annual sex trafficking conference.

☐ **Legal assistance certification requirement:** Any grantee or subgrantee providing legal assistance with funds awarded under this program shall certify the following in writing:

1. any person providing legal assistance with funds through this program:
 - has demonstrated expertise in providing legal assistance to victims of domestic violence, dating violence, sexual assault, or stalking in the targeted population or
 - i. is partnered with an entity or person that has demonstrated expertise described in subparagraph (A) and

- ii. has completed or will complete training in connection with domestic violence, dating violence, sexual assault or stalking and related legal issues, including training on evidence-based risk factors for domestic and dating violence homicide;
2. any training program conducted in satisfaction of the requirement of paragraph (1) has been or will be developed with input from and in collaboration with a tribal, state, territorial, or local domestic violence, dating violence, sexual assault or stalking victim service provider(s) or coalition, as well as appropriate tribal, state, territorial, and local law enforcement officials;
3. any person or organization providing legal assistance with funds through this program has informed and will continue to inform state, local, or tribal domestic violence, dating violence, sexual assault or stalking programs and coalitions as well as appropriate state and local law enforcement officials of their work; and
4. the grantee's organizational policies do not require mediation or counseling involving offenders and that victims being physically together in cases where sexual assault, domestic violence, dating violence, or child sexual abuse is an issue.

This certification shall take the form of a letter, on letterhead, signed and dated by the authorizing official. If this certification is not included, any proposed legal assistance will be removed from the application. For a sample letter, see <https://www.justice.gov/ovw/resources-applicants>

☐ **Letter of nonsupplanting:** Applicants must submit a letter signed by the authorized representative certifying that federal funds will not be used to supplant state, local, or tribal funds should an award be made. Refer to <https://www.justice.gov/ovw/resources-applicants> for a sample letter. This should be a separate attachment to the application in GMS.

Note: For OVW Purpose Area #5, applicants must prepare a response to ten pre-award risk assessment questions, which can be found at <https://grants.ojp.usdoj.gov/CTAS/>. Please be sure to provide complete responses that address all questions. OVW will review the applicant's responses to assist in evaluating the adequacy of the organization's financial management system and to identify areas of need for training and technical assistance. This section of your application should be no more than four pages and should be a separate attachment. This information will be used for a mandatory pre-award risk assessment. Failure to provide this information or to respond to questions from OVW regarding this information in a timely manner could result in the applicant being removed from consideration or a delay in funds.

To build your OVW Tribal Governments Program (Purpose Area #5) narrative, use the template located in GMS at <https://grants.ojp.usdoj.gov/CTAS/>. **You will need your GMS password to access this fillable document.** Sample templates are available at www.justice.gov/tribal/open-solicitations for review without a password.

6. Office for Victims of Crime (OVC—Children’s Justice Act Partnerships for Indian Communities - CJA), CFDA #16.583

NOTE: Applications focused on the criminal investigation and prosecution of child abuse and neglect, especially cases of child sexual abuse, will receive priority.⁴

Goal

The goal of the Children’s Justice Act Partnerships for Indian Communities (CJA) program is to provide funding, technical assistance, and training to help American Indian and Alaska Native communities develop, establish, and operate programs designed to improve the investigation, prosecution, and handling of cases of criminal child abuse and neglect, and particularly child sexual abuse cases, in a manner which lessens trauma for child victims.

Objectives

- Provide emergency services for children who are at imminent risk of harm and crisis intervention services to aid child victims and their family members in recovering from incidents of abuse and neglect.
- The Children's Justice Act (CJA) provides grants to improve the investigation, prosecution, and judicial handling of cases of child abuse and neglect, particularly child sexual abuse and exploitation, in a manner that limits additional trauma to the child victim.
- Such improvements might include allowing an advocate to accompany the child victim to court to provide emotional support; creating or enhancing programs aimed at providing forensic interviewing of child victims; hiring a dedicated police investigator to investigate child abuse cases and or a prosecutor to prosecute child abuse cases, particularly child sexual abuse cases; preparing child victims to participate in the judicial process by using developmentally-appropriate language and resources; facilitating victim impact statements; using innovative legal practices to mitigate the trauma for child victims testifying in the physical presence of the accused; and ensuring that child victims and their family members receive access to victim assistance, medical, mental health, and social services from the initial report through the judicial process and recovery. **Definition:** For purposes of the CJA program, “family members” refers to (1) members of the abused or neglected child’s family or individuals acting as the child’s legal guardian or caregiver; (2) who are providing care and support to the child; and (3) who are NOT the accused, or actual perpetrators of the abuse/victimization for which the child is receiving services.
- Adopt a trauma-informed, multidisciplinary approach to the investigation, prosecution, and management of cases of child abuse and neglect by providing training to tribal, state, and federal

⁴ The statutory authority for the Children’s Justice Act, 34 U.S.C. § 20101(g), states that grants made under this program are “for the purpose of assisting Native American Indian tribes in developing, establishing, and operating programs designed to improve (A) the handling of child abuse cases, particularly cases of child sexual abuse, in a manner which limits additional trauma to the child victim; and (B) the investigation and prosecution of cases of child abuse, particularly child sexual abuse.”

professionals responsible for responding to and intervening in cases of child abuse and neglect in the applicant tribal community. Project activities should focus on improving coordination of efforts through information sharing and developing and implementing written response protocols for child abuse and neglect cases that are designed to minimize trauma for child victims and their family members.

- Develop specialized services for victims of child abuse and neglect and their family members. Such services may include providing trauma-focused counseling for child victims, families, secondary victims (such as siblings or grandparents) and for groups of victims as appropriate; the development and operation of a child advocacy center to provide a neutral and child-friendly area for trained professionals to conduct forensic interviews; and providing victims of child sexual abuse with access to sexual assault forensic medical exams performed by medical professionals with specialized training in conducting pediatric exams. Grant funds may be used to provide the necessary training to professionals so that they may provide the described specialized services to victims of child abuse and neglect and their family members.

Required deliverables

If awarded, successful applicants will be required to submit the following deliverable to OVC within the first 18 months for review and approval:

- A **community needs assessment** to identify gaps and other issues in the community's current response to incidents of child abuse and neglect;

Note: Applicants who have completed a community needs assessment related to child abuse, neglect, or other relevant crime victimization within the past three years are encouraged to submit copies of these documents as attachments to their applications for funding.

Required Reporting

In addition to the required deliverable described above, award recipients under this Purpose Area will be required to submit certain reports and data.

Applicants may apply for funding to include the following

Staffing: Funding may support the salary and fringe benefits for personnel involved in the investigation, prosecution, and victim services focused on cases of criminal child abuse and neglect. Staffing may include dedicated prosecutors, law enforcement investigators, child protection services personnel, forensic interviewers, case managers, clinical mental health professionals, pediatric sexual assault nurse examiners, and other victim assistance and allied professionals. All personnel must be clearly linked to allowable program activities, justified in the Purpose Area 6 Narrative and Tribal Community and Justice Profile, itemized under the appropriate budget category, and fully described in the Budget Narrative section of the budget detail worksheet.

Coordination/outreach/awareness: Funding may support multidisciplinary team meetings; the development and distribution of written response protocols, policies and standard operating procedure

manuals that promote trauma-informed approaches to the delivery of services to victims of child abuse and neglect and their family members; development of tribal codes related to defining and expanding victims' rights and crimes against children; community forums, PSAs, posters, brochures, fact sheets, etc., designed to increase the public's awareness and understanding of child abuse and neglect and the availability of grant-funded services.

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

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

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

Travel: Airfare, lodging, *per diem*, and other allowable incidental costs for meetings or trainings related to purpose area activities, including costs associated with travel for at least two appropriate staff to attend the following DOJ-required trainings (i.e., one CTAS grantee orientation, one OVC mandatory training, and the biannual OVC-sponsored National Indian Nations Conference). Please use Washington, D.C., as the destination when calculating the estimated costs for required travel, as the actual locations will be determined at a future date.

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

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

Procurement contracts and consultants: Funding can be used for a wide range of contracted services or individuals to carry out approved program activities.

Specific requirements

☐ **Eligibility:** (1) For Purpose Area #6 Children’s Justice Act Partnerships for Indian Communities, Federally recognized Indian tribes, as determined by the Secretary of the Interior⁵, including Alaska Native villages and tribal consortia consisting of two or more federally recognized Indian tribes, may apply. “Indian tribe” means any Indian tribe, band, nation, or other organized group or community (including any Alaska Native village or regional or village corporation as defined in or established pursuant to the Alaska Native Claims Settlement Act (85 Stat. 688), 43 USC §§ 1601 et seq.) which is recognized as eligible for the special programs and services provided by the United States to Indians because of their status as Indians. Additionally, an organization that is acting as the authorized designee of a federally recognized Indian tribe may apply.

Note: A determination by the Secretary of the Interior is not required for tribes to which federal recognition was extended by virtue of Public Law 115-121, the Thomasina E. Jordan Indian Tribes of Virginia Federal Recognition Act of 2017.

In addition, under this purpose area, FY 2018 and FY 2019 Purpose Area #6 CJA Program awardees are *not eligible* to apply for the FY 2020 purpose area #6 CJA program.

Important note: Due to the highly competitive nature of Purpose Area #6 and the limited amount of funding, applications focused on the criminal investigation and prosecution of child abuse and neglect, especially cases of child sexual abuse, will receive priority.

☐ **Budget:** The proposed budget should not exceed \$450,000 and must be consistent with the program narrative and a 3-year project period.

☐ **Travel budget requirement:**

☐ **New Grantee Orientation:** All grantees must send two appropriate staff to participate in the mandatory new grantee orientation.

☐ **OVC Mandatory Training:** All grantees must send two appropriate staff to participate in a regional training.

☐ **National Indian Nations Conference:** All grantees must send two appropriate staff to participate.

Please use Washington, D.C., as the destination when calculating the estimated costs for required travel. The actual location will be determined at a future date. Please include the cost of round-trip airfare, lodging, and *per diem* in your travel calculations. See the GSA web site for information on the FY 2020

Federal *per diem* rates that should be used in calculating lodging and *per diem* costs:

www.gsa.gov/portal/category/21287.

Training and Technical Assistance Activities

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

Award Information

OVC expects to make any award under this PA in the form of a grant. See Administrative, National Policy, and Other Legal Requirements section of the [OJP Grant Application Resource Guide](#) for a brief discussion of important statutes, regulations, and award conditions that apply to many (or in some cases, all) OJP grants. OVC expects to make up to 6 awards of up to \$450,000 each. Each award is for a 36-month period of performance, to begin on October 1, 2020 and end on September 30, 2023. **The funds for this program are authorized by the Victims of Crime Act (VOCA) of 1984. VOCA states that the funds are available for award recipients to use during the Federal Fiscal Year that the award was made, plus three additional Federal Fiscal Years (e.g., VOCA funds awarded in Fiscal Year 2020 are available for use through the end of Fiscal Year 2023). Therefore, OVC will not approve any project extensions for this award.**

7. Office for Victims of Crime (OVC—Tribal Victim Services Set Aside Program) CFDA #16.841

PA 7 is not included in CTAS this year. OVC will be funding a comprehensive victim services solicitation in FY 2020, however, it will be a stand-alone solicitation not included in CTAS.

8. Juvenile Tribal Healing to Wellness Courts (OJJDP) CFDA # 16.585

Purpose

The overall purpose of this grant program is to support tribes seeking to develop and implement a Juvenile Tribal Healing to Wellness Court to respond to the alcohol and substance use issues (including opioid use) of juveniles and young adults under the age of 21. All successful applicants will be required to work with the OJJDP training and technical assistance provider to work through key objectives and deliverables over the course of the five-year award period.

Overview of Juvenile Tribal Healing to Wellness Courts

Juvenile Tribal Healing to Wellness Courts are special courts like drug courts that combine judicial supervision, substance abuse treatment, case management, drug testing, and graduated incentives and sanctions to help individuals with substance use disorders achieve sustained recovery and avoid reoffending. Juvenile Tribal Healing to Wellness Courts use a team approach that includes the judge, attorneys, probation, law enforcement, treatment providers, educational and vocational services, and other partners. In addition, Juvenile Tribal Healing to Wellness Court teams can incorporate tribal elders, traditional healers, and other culturally-appropriate resources to promote participants' healing and reintegration into the tribal community. The 10 Key Components to of a Healing to Wellness Court can be found on the following website <http://www.wellnesscourts.org/tribal-key-components/index.cfm>.

Goals and Objectives:

- Conduct a community strengths and needs assessment to help define the need for a Juvenile Tribal Healing to Wellness Court, identify existing resources and partners that can support such a court, and identify resource gaps and other areas of need that should be addressed during the planning and implementation of the court.
- Obtain support from tribal council, tribal court judges, prosecutor's office, defense counsel, probation, law enforcement, treatment providers, schools, vocational programs, other service providers, tribal elders, tribal community members, and others as appropriate.
- Develop Juvenile Tribal Healing to Wellness Court policies and procedures, which should address eligibility criteria, screening and assessment procedures and tools, phased treatment, supportive services, compliance monitoring, graduated sanctions and incentives.
- Hire any staff needed for the Juvenile Tribal Healing to Wellness Court team.
- Participate in training and technical assistance activities as directed by OJJDP. Activities may include training and technical support implemented through a guided strategic planning framework and use of the [Juvenile Healing to Wellness Handbook](#). *Please note that OJJDP will designate a training and technical assistance provider for this project. Grantees should not propose to use grant funds to hire consultants for this purpose.*
- Complete a comprehensive Juvenile Tribal Healing to Wellness Court policies and procedures manual.
- Develop written bench books, screening and assessment tools, participant contracts, participant handbooks, and any other resources needed to implement the Juvenile Tribal Healing to Wellness Court.
- Implement the strategic plan, following the outlined goals, objectives, action steps, and timeline.
- Develop a written data collection protocol describing how the data outlined in the strategic plan will be collected, stored, and analyzed to measure project success and make any needed adjustments to the project design.

- Develop and implement an appropriate data collection system (or an existing system) to support the project.
- Collecting data pursuant to the performance measures outlined in the strategic plan.
- Screen court-involved juveniles and young adult under age 21 for eligibility.
- Conduct process evaluation with assistance from OJJDP-designated training and technical assistance provider.

Applicants may apply for funding to include the following

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

Equipment and supplies: Computer hardware and software for Internet access and email capability, cell phones, telephones, pagers, printers, fax machines, copiers, as needed for program implementation; general office supplies, postage, and other necessary program and outreach supplies.

Training: Off-site specific training for identified program staff to attend in order to improve or develop skills in the areas related to operating a Juvenile Tribal Healing to Wellness Court. **Note:** While funds may be allocated for program staff to attend training, all successful applicants will receive on-site and cluster trainings from the OJJDP-selected training provider. Funds are *not* allowed for additional consultants.

Travel: Airfare, lodging, and mileage reimbursement for meeting or training costs related to program activities, including costs associated with DOJ-required training (see “Specific requirements” in the following section).

Strategic planning: Comprehensive planning for tribal justice systems to serve juveniles as it relates to the tribal juvenile healing to wellness court program objectives listed earlier.

Specific requirements

☐ **Important note:** Federally recognized tribes that are seeking to develop a Juvenile Tribal Healing to Wellness Court are eligible to apply.

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

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

- is charged with or convicted of an offense that is punishable by a term of imprisonment exceeding one year, during the course of which offense or conduct:
 - the person carried, possessed, or used a firearm or dangerous weapon;
 - there occurred the death of or serious bodily injury to any person; or

- there occurred the use of force against the person of another, without regard to whether any of the circumstances described in (A) or (B) is an element of the offense or conduct of which or for which the person is charged or convicted; or
- has one or more prior convictions for a felony crime of violence involving the use or attempted use of force against a person with the intent to cause death or serious bodily harm. See 34 U.S.C. 10613 (a).

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

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

☐ **Strategic planning period:** These grants require a dedicated planning period at the start of the grant award. Awardees may be required to travel to specific training and submit a comprehensive plan for implementation of their program that will include a sustainability plan.

☐ **Travel:** Applicants should budget for attendance at the following Purpose Area #8 specific OJJDP trainings:

(1) One two-day Healing to Wellness Court Enhancement Training for up to four people (for budgeting purposes, please use Palm Springs, CA, as the location of this meeting)

(2) Two PA #8-specific training events for two people (for budgeting purposes, please use Washington, D.C., as the location for these two-day meetings)

In addition, applicants must budget for one DOJ CTAS-wide orientation meeting for two people (for budgeting purposes, please use Washington, DC, as the location for this meeting). See the GSA web site for determining allowable *per diem* travel costs: <https://www.gsa.gov/travel/plan-book/per-diem-rates>.

Please consult page 12 of this solicitation for additional information about this training requirement.

☐ **Other:** Recipients of grant funds will be required to participate in one program-area specific, web-based new grantee orientation.

☐ **Performance measurement:** In addition to collecting the appropriate project-specific data, grantees will be required to submit data to OJJDP for performance measurement. See <https://ojjdppmt.ojp.gov/>.

To build your Purpose Area #8 narrative, use the provided template located in GMS. Find the Purpose Area #8 narrative template at <https://grants.ojp.usdoj.gov/CTAS/>. **You will need your GMS password to**

access this fillable document. Sample templates are available at www.justice.gov/tribal/open-sol.html for review without a password.

9. Tribal Youth Program-TYP (OJJDP), CFDA #16.731

Purpose

OJJDP's Tribal Youth Program (TYP) seeks to support and enhance tribal efforts to prevent and reduce juvenile delinquency and strengthen a fair and beneficial juvenile justice system response for American Indian and Alaska Native youth. The funding in this purpose area is made available to enable tribes to develop, expand, or strengthen approaches along the juvenile justice continuum that can range from prevention to intervention and treatment. This initiative will enhance public safety, ensure that youth are held appropriately accountable to both victims and communities, and empower youth to live productive, law-abiding lives.

Note: The population of youth served under this grant must not include youth who are age 18 or older.

Applicants may choose to address any of the following eligible activities described below, and should choose from the following 2 categories.

(Category 1) Develop a new tribal youth program. Applicants are limited to those tribes that have not been awarded a PA 9 award from OJJDP in FY19, FY 18 or FY 17.

(Category 2) Continue or enhance an existing OJJDP-funded youth program. Funding for this activity is intended for current grantees who have developed and are implementing a successful youth program that they would like to expand or extend. Those tribes that have PA 9 grants awarded in FY 16 or earlier from OJJDP that have a project period end date in 2020 are eligible to apply.

Prevention

- **Prevention services to impact risk factors for delinquency and promote protective factors.** This may include mentoring, youth development, anti-gang education, truancy and school dropout prevention programs, after-school programs, and anti-bullying and parenting education programs.
- **Prevention, intervention, and treatment for children exposed to violence.** This includes development and implementation of trauma-informed practices in programs and services that address child abuse and neglect and the effects and issues of childhood trauma or exposure to violence. Applicants should familiarize themselves with the DOJ report on [American Indian/Alaska Native Children Exposed to Violence](#).
- **Development and implementation of tribal best practices and traditional healing methods to support tribal youth.** This may include engaging youth in activities centered on cultural preservation, land reclamation, green or sustainable tribal traditions, and language preservation.

Intervention

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

Treatment

- **Treatment services for at-risk and high-risk youth.** This may include alcohol and drug abuse treatment and prevention programs; mental health treatment (counseling, referral and placement); and development of comprehensive screening tools, crisis intervention, intake assessments, treatment team planning, and therapeutic services for co-occurring mental health and substance abuse disorders.

Services for youth in detention or out-of-home placement. This may include green or sustainable tribal traditions, risk and needs assessments, educational and vocational programming, mental health and substance abuse services, family strengthening, recreational activities, and aftercare and re-entry services to help successfully reintegrate the youth into the tribal community.

Effective Use of Data

- **Improvement or establishment of data collection systems.** This may include efforts to create or improve abilities to track youth in detention, placement, or community-based programs with the goal of improving understanding of and responses to youth and community needs.

Applicants may apply for funding to include the following

Staffing: Salary and fringe benefits for positions to support implementation of the program and other costs for professional support services and for evaluation.

Equipment and supplies: Computer hardware and software for Internet access and email capability, cell phones, telephones, pagers, printers, and copiers as needed for program implementation; general office supplies, postage, and other necessary program and outreach supplies.

Travel: Airfare, lodging, and mileage reimbursement for meeting or training costs related to program activities, including costs associated with DOJ-required training (see “Specific requirements” in the following section).

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

Specific requirements

☐ **Important note:** Please review eligibility requirements for Category 1 (developing a new tribal youth program) or Category 2 (continue or expand an existing successful youth program) carefully to ensure that you meet the eligibility criteria.

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

☐ **Travel:** Applicants must budget travel costs for attendance at the following Purpose Area #9 specific trainings:

(1) One three-day OJJDP strategic planning session for up to four people (for budgeting purposes, please use Washington, D.C., as the location of this meeting).

(2) Two PA #9-specific training events for two people (for budgeting purposes, please use Washington, D.C., as the locations for these two-day meetings).

(3) Applicants must budget for one DOJ CTAS-wide orientation meeting for two people (for budgeting purposes, please use Washington, DC, as the location for this meeting). See the GSA web site for determining allowable *per diem* travel costs: <https://www.gsa.gov/travel/plan-book/per-diem-rates>.

☐ **Strategic planning period:** These grants require a dedicated planning period at the start of the award. Awardees may be required to travel to a strategic planning training and submit a comprehensive plan for implementation of their program to include a sustainability plan.

☐ **Other:** Recipients of grant funds will be required to participate in one program-area specific, web-based new grantee orientation.

☐ **Performance measurement:** In addition to collecting the appropriate project-specific data, grantees will be required to submit data to OJJDP for performance measurement. See <https://ojjdppmt.ojp.gov/>.

To build your Purpose Area #9 narrative, use the provided template located in GMS at <https://grants.ojp.usdoj.gov/CTAS/>. **You will need your GMS password to access this fillable document.** Sample templates are available at www.justice.gov/tribal/open-sol.html for review without a password.

Type, amount, and length of awards (federal award information)

DOJ may make awards from this solicitation in the form of a grant or a cooperative agreement, which is a funding instrument DOJ uses when it expects to have ongoing substantial involvement in carrying out award activities.⁶ Substantial federal involvement generally includes involvement with the recipient in implementation of the award, such as through approval of work plans or major project-generated

⁶ See generally 31 USC §§ 6301–6305 (defines and describes various forms of federal assistance relationships, including grants and cooperative agreements).

materials. Responsibility for day-to-day project management, however, generally rests with the recipient. See the "Additional Requirements for U.S. Department of Justice (DOJ) FY 2020 Coordinated Tribal Assistance Solicitation (CTAS) Applications" document for details regarding the federal involvement anticipated under an award from this solicitation at: <https://www.justice.gov/tribal/open-solicitations>.

All project start dates should be on or after October 1, 2020. DOJ has the discretion to make awards for greater or lesser amounts than requested and to negotiate the scope of work and budget with applicants prior to award.

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

DOJ may, in certain cases, provide additional funding in future years to awards made under this solicitation, through continuation awards. In making decisions regarding continuation awards, DOJ will consider, among other factors, the availability of appropriations, when the program or project was last competed, DOJ's strategic priorities, and DOJ's assessment of both the management of the award and the progress of the work funded under the award.

Purpose area	Estimated amount of funding available	Estimated number of awards to be made; estimated award amounts	Length of award
1. Public Safety and Community Policing (COPS Office)	\$24 million	Approximately 40 awards: • Sworn force of less than 10: no more than \$500,000* • Sworn force of 10 to less than 20: no more than \$700,000 • Sworn force of 20+: no more than \$900,000	Hiring: 5 years Equipment/Training: 3 years
2. Comprehensive Tribal Justice Systems Strategic Planning Program (BJA)	Up to \$600,000	Approximately 4 awards; up to \$150,000 per award	Up to 5 years
3. Tribal Justice Systems (BJA)	\$22.1 million	Approximately 25–35 awards; approximately \$250,000–900,000 per award	5 years
4. Tribal Justice System Infrastructure Program (BJA)	\$7.5 million	Estimated 2–4 awards for facility renovation or expansion or completion of existing construction projects for single jurisdiction facility; approximately \$1 million per award Estimated 1–2 awards for facility renovation or expansion or completion of existing construction projects for regional facility (detention, multipurpose justice center, correctional alternative);	5 years

Purpose area	Estimated amount of funding available	Estimated number of awards to be made; estimated award amounts	Length of award
		approximately \$2–4 million per award	
5. Tribal Governments Program (OVW)	\$34 million	Approximately 55 awards; up to a maximum of \$900,000 per award. Applicants should consider the level of effort and funding necessary to complete the project during the 36-month budget cycle, and not solely any amount that was previously awarded, in deciding how much to request.	3 years (Initially)
6. Children’s Justice Act Partnerships for Indian Communities (OVC)	\$2.7 million	Approximately 6 awards; up to a maximum of \$450,000 per award	3 years
7. Tribal Victim Services Program (OVC)	N/A	PA 7 is not included in CTAS this year.	
8. Juvenile Tribal Healing to Wellness Courts (OJJDP)	\$2 million	Approximately 5 awards; up to a maximum of \$400,000 per award	5 years
9. Tribal Youth Program (OJJDP)	\$3.85 million	Approximately 9 awards; up to a maximum of \$400,000 per award. This includes both Category 1 and Category 2.	5 years

* Or the cost of one entry level full-time officer if that cost is over \$500,000/higher than the cap. These requests are reviewed on a case-by-case basis and need to reflect the actual entry-level salaries and benefits for a newly hired sworn officer.

Additional budget information/funding restrictions

Cost sharing or match requirement

None of the purpose areas in this solicitation requires a match.

Plan for Collecting the Data Required for this Solicitation’s Performance Measures

DOJ will require each successful applicant to submit regular performance data that demonstrate the results of the work carried out under the award (see “General Information about Post-federal Award Reporting Requirements” in Section F. Federal Award Administration Information (see [OJP Grant Application Resource Guide](#) and [OVW Solicitation Companion Guide](#)). The performance data directly relate to the objectives and deliverables identified under "Objectives and Deliverables" in Section A. Program Description.

More information on performance measurement at OJP (which includes BJA, OJJDP and OVC) is provided at www.ojp.gov/performance, and similar information for OVW is available at <https://www.vawamei.org/>.

DOJ does not require applicants to submit performance measures data with their application. The application should demonstrate an understanding of the performance data reporting requirements and discuss how they will gather the required data if they receive funding. See “Sample Performance Measures” at <https://www.justice.gov/tribal/open-solicitations>.

G. Application Review and Evaluation Process

Applications will be scored as follows (see “What an Application Should Include” on page 3 and the application checklist beginning on page 47 for complete application contents, including items that are not scored):

- a. Tribal Community and Justice Profile (30%)**
- b. Purpose Area Narrative for each purpose area for which the applicant is applying (50%)**
- c. Budget Detail Worksheet and Narrative, including Demographic Form (Demographic form is for PA1 Applicants only (15%))**
- d. Application Timeline (5%)

Items noted by ** (double asterisks) MUST be included in the application submission in order for an application to meet the minimum requirements to advance to peer review and receive consideration for funding. An application that does not include the attachments noted by ** at the time of application will neither be peer reviewed, nor will the application receive further consideration.

DOJ is committed to ensuring a fair and open process for making awards. Peer reviewers will be reviewing the applications submitted under this solicitation that meet eligibility and minimum requirements. Each relevant DOJ component may use either internal peer reviewers, external peer reviewers, or a combination to review the applications under this solicitation. An external peer reviewer is an expert in the field of the subject matter of a given grant program who is *not* a current federal employee. An internal reviewer is a current federal employee who is well-versed or has expertise in the subject matter of the particular grant program. Applications that meet eligibility and minimum requirements will be evaluated, scored, and rated by peer reviewers. Peer reviewers’ ratings and any resulting recommendations are advisory only, although their views are considered carefully.

Prior to award, applications for potential awards will receive a financial integrity review to evaluate the fiscal integrity and financial capability of applicants and to examine proposed costs and the extent to which the Budget Detail Worksheet and Narrative accurately supports and explains project costs. This review also will assess whether costs are reasonable, necessary, and allocable under applicable federal cost principles and agency regulations. This financial review will be either conducted by DOJ officials in consultation with the applicable DOJ component or directly conducted by the DOJ component staff. DOJ

will also take into consideration the total amount of funding requested and the capacity of the tribe to manage the funds.

In addition, prior to making an award greater than the simplified acquisition threshold (currently set at \$250,000), any information about applicants that is in the designated integrity and performance system accessible through the System for Award Management (SAM) will be reviewed and considered. An applicant may review and comment on any information about the applicant in SAM that a federal awarding agency previously entered in the designated integrity and performance system, and such applicant comments will also be reviewed and considered.

Past performance with DOJ grant funding will be considered in this review process. Past performance review may include a reduction in score for prior poor performance. Factors that may be included in the past performance review are whether progress reports demonstrate effectiveness of the project, whether past activities of the applicant have been limited to program purpose areas, the extent to which the applicant has adhered to all special conditions in the prior awards, the extent to which the applicant has complied with programmatic and financial reporting requirements, the extent to which the applicant has completed closeout of prior awards in a timely manner, whether the applicant has received financial clearances in a timely manner, whether the applicant has resolved any issues identified in an audit or on-site monitoring visit in a timely manner, whether the applicant has adhered to single audit requirements, and the extent to which the applicant has spent prior grant funds in a timely manner.

Absent explicit statutory authorization or written delegation of authority to the contrary, all final award decisions will be made by the head of the DOJ awarding agency component (i.e., by the head of OJP, OVW, or COPS Office, as applicable), who may also give consideration to factors including applicants' prior completion of a strategic plan under a Purpose Area #2 award, prior funding history, current award balances, underserved populations, population served, geographic diversity, strategic priorities (such as rural areas, including Alaska), past programmatic performance, **significant concerns of DOJ components regarding ability of the applicant to administer Federal funds**, and available funding when making awards.

H. How to Apply

Applications are submitted through OJP's Grants Management System (GMS) at <https://grants.ojp.usdoj.gov/gmsexternal/>. Applicants must register in GMS for each specific funding opportunity and should begin the process **immediately** to meet the GMS registration deadline, especially if this is the first time using the system. Complete instructions on how to register and submit an application in GMS can be found at www.ojp.usdoj.gov/gmscbt/. If the applicant experiences technical difficulties at any point during this process, email GMS.HelpDesk@usdoj.gov or call 888-549-9901 (option 3), 24 hours per day, 7 days per week, including federal holidays. DOJ highly recommends that applicants start the registration process as early as possible to prevent delays in submitting an application package by the specified application deadline.

DOJ may not make a federal award to an applicant until the applicant has complied with all applicable DUNS and SAM requirements. If an applicant has not fully complied with the requirements by the time the federal awarding agency is ready to make a federal award, the federal awarding agency may determine that the applicant is not qualified to receive a federal award and use that determination as a basis for making a federal award to another applicant. See the CTAS Quick Start guide for step by step instructions: www.justice.gov/tribal/open-solicitations

Late submissions

DOJ offers a process for CTAS applicants to provide advance notice to DOJ if submission of their application will be delayed due to unforeseen GMS technical issues. Applicants must provide notice prior to the close of the solicitation. If applicants do not provide advance notice to DOJ about an issue that may cause a delay in the submission of the application, then the application will not be considered for funding. If applicants follow the steps outlined below, late submission may be considered. Extension of deadlines is not guaranteed.

Experiencing unforeseen GMS technical issues

If you experience unforeseen GMS technical issues beyond your control which prevent you from submitting your application by the deadline, **please immediately contact the GMS helpdesk** (email GMS.HelpDesk@usdoj.gov or call 888-549-9901 (option 3) **to create a record of the issue.** You must also contact the Response Center (800-421-6770) **before the solicitation closes at 9:00 p.m. and submit your entire application to the Response Center via email at tribalgrants@usdoj.gov by the 9:00 p.m. Eastern Standard Time deadline.** Your email to the Response Center should include the complete grant application, your DUNS number, and a GMS Help Desk tracking number(s). After DOJ reviews all of the information submitted as well as contacting the GMS Help Desk to validate the technical issues you reported, DOJ will contact you to either approve or deny your emailed application. If the technical issues you reported cannot be validated, your application will be rejected. Any requests to submit applications due to technical issues after the 9:00 p.m. deadline will be rejected as untimely.

Note: DOJ does not automatically approve requests to submit a late application. After DOJ reviews the applicant's request, and contacts the GMS Help Desk to verify the reported technical issues, DOJ will inform the applicant whether the request to submit a late application has been approved or denied. If DOJ determines that the untimely application submission was due to the applicant's failure to follow all required procedures, DOJ will deny the applicant's request to submit its application.

The following conditions generally are insufficient to justify late submissions:

- Inability to register in SAM or GMS in sufficient time. (SAM registration and renewal can take as long as 10 business days to complete.)
- Inability to follow GMS instructions on how to register and apply as posted on the GMS website.
- Inability to follow each instruction in the DOJ solicitation.
- Technical issues with the applicant's computer or information technology environment, such as issues with firewalls.

Notifications regarding known technical problems with GMS will be posted on ojp.gov/funding/index.htm.

Extraordinary natural or manmade disasters

In cases of extraordinary natural or manmade disasters, such as extreme weather emergencies or terrorist acts, applicants may request to submit applications up to seven calendar days late by sending an email to tribalgrants@usdoj.gov. The message should specify the nature of the disaster and how it affected the applicant's ability to submit an application on time. The email message must be sent by the 9:00 p.m. ET deadline or as soon as possible given the specific emergency.

I. Federal Award Administration Information

Federal award notices

For OJP and OVW, CTAS award notification will be sent from GMS. Recipients will be required to log in; accept any outstanding assurances and certifications on the award; designate a financial point of contact; and review, sign, and accept the award. The award acceptance process involves physical signature of the award document by the authorized recipient official and the scanning of the fully executed award document to DOJ.

For the COPS Office, CTAS award notification will be sent electronically. To officially accept and begin your CTAS award, your agency must access <http://www.cops.usdoj.gov> and select the "Account Access" link in the upper right corner to log in, review, and electronically sign the award document (including award terms and conditions) and, if applicable, the special award conditions or high risk conditions within 90 days of the date shown on the award congratulatory letter.

DOJ may elect to fund applications submitted under this fiscal year (FY) 2020 solicitation in future fiscal years, dependent on, among other considerations, the merit of the applications and on the availability of appropriations

Compliance with administrative, national policy, and other requirements

If selected for funding, in addition to implementing the funded project consistent with the agency-approved project proposal and budget the recipient must comply with award terms and conditions and other legal requirements including DOJ regulations or other federal laws that will be incorporated into the award by reference or are otherwise applicable to the award. DOJ strongly encourages prospective applicants to review the information pertaining to these requirements **prior** to submitting an application. More information about these requirements can be found at: [OJP Grant Application Resource Guide](#) and [OVW Solicitation Companion Guide](#).

- Procurement contracts under federal awards
- Mandatory disclosure
- Debarment and suspension

- EPIC reporting (if applicable)
- DOJ information technology standards (if applicable)
- Nonsupplanting of state and local funds
- Criminal penalty for false statements
- Suspension or termination of funding
- Nonprofit organizations
- For-profit organizations
- Government Performance and Results Act (GPRA)
- Rights in intellectual property
- Federal Funding Accountability and Transparency Act subaward reporting system
- Training guiding principles for grantees and subgrantees (if applicable)
- Prohibited conduct by recipient and subrecipients related to trafficking in persons
- Reporting of matters related to recipient integrity and performance

Please note in particular the following two documents, which applicants must accept in GMS at the time of application, as each details legal requirements to which applicants must provide specific assurances and certifications of compliance. Applicants may view samples of these documents on <https://www.justice.gov/tribal/open-solicitations>.

- Certifications Regarding Lobbying; Debarment, Suspension and Other Responsibility Matters; and Drug-Free Workplace Requirements (<https://grants.ojp.usdoj.gov/CTAS/>)
- Standard Assurances (<https://grants.ojp.usdoj.gov/CTAS/>)

Upon award approval, DOJ will electronically transmit the award document to the prospective award recipient. In addition to other award information, the award document contains award terms and conditions that specify national policy requirements with which recipients of federal funding must comply; uniform administrative requirements, cost principles, and audit requirements; and program-specific terms and conditions required based on applicable program (statutory) authority or requirements set forth in DOJ solicitations and program announcements, and other requirements which may be attached to appropriated funding. For example, certain projects may call for special requirements, terms, or conditions relating to intellectual property; data or information sharing or access; information security or audit requirements, expenditures, and milestones; or publications or press releases. DOJ also may place additional terms and conditions on an award based on its risk assessment of the applicant or for other reasons it determines necessary to fulfill the goals and objectives of the program.

Prospective applicants may access and review the text of conditions OJP expects that all (or virtually all) OJP awards made in FY 2020 will include, as well as the text of certain other conditions, such as

administrative conditions, via the [“Overview of Legal Requirements Generally Applicable to OJP Grants and Cooperative Agreements – FY 2020 Awards.”](#)

For OVW award conditions visit <https://www.justice.gov/ovw/award-conditions>.

As stated earlier, DOJ anticipates that it may make some awards from this solicitation in the form of cooperative agreements. Cooperative agreement awards include standard “federal involvement” conditions that describe the general allocation of responsibility for execution of the funded program.

Generally stated, under cooperative agreement awards, responsibility for the day-to-day conduct of the funded project rests with the recipient in implementing the funded and approved proposal and budget and the award terms and conditions. Responsibility for oversight and redirection of the project, if necessary, rests with DOJ.

In addition to any “federal involvement” condition(s), DOJ cooperative agreement awards include a condition specifying certain reporting requirements in connection with conferences, meetings, retreats, seminars, symposium, training activities, or similar events funded under the award, consistent with DOJ policy and guidance on conference approval, planning, and reporting.

General information about post-federal award reporting requirements

Recipients must submit quarterly financial reports, 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. More information about these requirements can be found at: [OJP Grant Application Resource Guide](#) and [OVW Solicitation Companion Guide](#).

J. Federal awarding agency contact(s)

For specific federal awarding agency contact(s), please contact the Response Center at 800-421-6770 or via email at tribalgrants@usdoj.gov. The Response Center’s hours of operation are Monday–Friday from 9:00 a.m. to 5:00 p.m. ET, except U.S. Federal Government holidays (see <https://www.opm.gov/policy-data-oversight/snow-dismissal-procedures/federal-holidays/#url=2018>).

For technical assistance with submitting an application, contact the GMS Service Desk at 888-549-9901, option 3, or via email at GMSHelpDesk@usdoj.gov. The GMS Service Desk is open 24 hours per day, 7 days per week, including holidays.

K. Application Checklist



Before submitting your application, applicants should address the following:

Eligibility

- ___ Federally recognized tribe, or
- ___ Tribal consortium, or
- ___ Organization that is acting as the authorized designee of a federally recognized tribe (Purpose Areas #5 and #6 only)

In addition to these, some Purpose Areas have specific eligibility criteria noted.

Registration

- ___ Acquire a DUNS number if applicant organization does not already have a DUNS number.
- ___ Acquire or renew registration with the System for Award Management (SAM) database. **Note:** Applicants must update or renew their SAM registration at least once per year to maintain an active status.
- ___ Acquire a GMS username and password. New GMS users will need to acquire a GMS username and password and create a GMS profile. Returning GMS users should log into GMS with current username and password and review and update your GMS profile, if necessary.
- ___ Register with GMS:

- Log into GMS with your username and password
- Go to the “Funding Opportunities” link; select “Department of Justice” and “FY 2020 Coordinated Tribal Assistance”
- Select the “Apply Online” button in the “Action” column

Application submission deadline

- Applications are due by 9:00 p.m. Eastern Time (ET) on Tuesday, **February 25, 2020**. Applicants should submit their applications at least 72 hours prior to the application deadline.
- For applicants without Internet access only: Contact the Response Center at 800-421-6770 no later than January 24, 2020, to discuss how to submit an application by alternative means.

IMPORTANT NOTICE: Each tribe or tribal consortium will be allowed only one application submission.

An application can be revised in GMS until the application deadline, 9:00 p.m. ET, Tuesday, February 25, 2020. Note that only the final version of an application submitted in GMS will be considered.

If a tribe submits more than one application, only the final application will be considered in the review process.

A tribe may apply as part of a consortium and also submit its own independent application, provided that the independent application is for funding for activities that are distinct from those activities for which the tribal consortium has applied.

The application must contain:

- Tribal Community and Justice Profile
- Purpose Area Narrative(s). Include a separate narrative for each purpose area under which the applicant is applying.
- Application Cover Sheet (Combined Project Abstract(s) document). This combined document includes a brief (400-word maximum) abstract for each purpose area under which the applicant is applying in a single document.
- Application timeline(s) document. This single attachment should contain a timeline for each Purpose Area applied for
- One Budget Workbook (Demographic Form (For PA #1 applicants only), Budget Detail Worksheet and Budget Narrative). The workbook should contain a proposed Budget Detail Worksheet and Budget Narrative for each purpose area for which funds are being requested.
- Tribal Authority to Apply Documentation/Tribal Resolution (tribal consortia and designees only)

Note: For most purpose areas for which funds are requested, you must budget for at least one required DOJ training. For Purpose Area #5, applicants should budget for three required trainings. See purpose area-specific information for any additional required training.

Additional Attachments:

- Applicant Disclosure of High Risk Status
- Applicant Disclosure of Pending Applications
- Disclosure of Lobbying Activities (if applicable)
- Indirect Cost Rate agreement (if applicable)
- Financial Management and System of Internal Controls Questionnaire (for any applicant requesting funding under Purpose Areas #2, 3, 4, 6, 8, or 9)

Other attachments as necessary (letters of support, résumés, job descriptions for unfilled positions, Memoranda of Understanding, letter of nonsupplanting (for Purpose Area #5 applicants), Confidentiality Notice form (for Purpose Area #5 applicants), documentation of collaboration (for Purpose Area #5 applicants))

See section F (Listing of Purpose Areas) on page 11 for specific application requirements by Purpose Area.

Format for timeline

— See application timeline template at <https://grants.ojp.usdoj.gov/CTAS/>.

Note that the following supporting documents are available at <https://www.justice.gov/tribal/open-solicitations>:

- Sample application timeline template
- Table of statutory authority
- Information about the US Department of Justice and the grant making offices offering funding through this solicitation
- Allowable and unallowable cost lists for COPS Office Purpose Area #1
- Acronyms and abbreviations
- FAQs