

## FY 2020 Tribal Resources Grant Program – Technical Assistance (TRGP-TA)

## Applying for TRGP-TA Checklist

Standard Form 424 (to be completed on Grants.gov) Yes	Application Documents and Sections	Required?	Completed?
Section 1. COPS Office Program Request Section 2. Agency Eligibility Information Section 3. General Agency Information Yes Section 3. General Agency Information Yes Section 5. COPS Office Hiring Request Form Section 6. Law Enforcement and Community Policing Strategy Section 7. Need for Federal Assistance Yes (section 6A only) Section 7. Need for Federal Assistance Yes (section 6A only) Section 8. Continuation of Project after Federal Funding Ends Yes (section 6A only) Section 9. School Safety Assessment No Section 9. School Safety Assessment No Section 10. Project Abstract Yes Section 10. Project Description (Narrative) Yes (attached in Section 11. Project Description (Narrative) Yes (attached in Section 12. Official Partner(s) Contact Information No Section 12. Official Partner(s) Contact Information No Section 13. Application Attachments Yes  Project narrative (required)—See Project Narrative Checklist Yes Setion 13. Application Attachments Ne Ne Rey curriculum vitae/staff resumes (required) Yes Sole source justification (if applicable) Indirect cost rate agreement (if applicable) Sole source justification (if applicable) Sole source justification (if applicable) Sole source justification (if applicable) Possible Sole Source Justification (if applicable) Possible  14B. Civilian or Nonsworn personnel Possible  14C. Equipment/Technology Possible  14C. Equipment/Technology Possible  14D. Supplies Pos		Yes, No, or Possible	
Section 2. Agency Eligibility Information Yes	Standard Form 424 (to be completed on Grants.gov)	Yes	
Section 3. General Agency Information Yes	Section 1. COPS Office Program Request	Yes	
Section 4. Executive Information Yes   Section 5. COPS Office Hiring Request Form No   Section 6. Law Enforcement and Community Policing Strategy Yes (section 6A only)   Section 7. Need for Federal Assistance Yes (section A only)   Section 8. Continuation of Project after Federal Funding Ends Yes (section B only)   Section 9. School Safety Assessment No   Section 10. Project Abstract Yes   Section 11. Project Description (Narrative) Yes (attached in Section 13. Application Attachments Yes   Project narrative (required) — See Project Narrative Checklist Yes   Project narrative (required) — See Project Narrative Checklist Yes   Setion 13. Application Attachments Yes   No   Section 14. Section 15. Application (Frequired) — See Project Narrative Checklist Yes   Set   No   Section 15. Application Attachments Yes   Section 16. Disclosure of Lightication (Frequired) — Possible   Section 17. Reviews and Certification (Frequired) — Possible   Section 18. Budget Detail Worksheets Yes   Section 19. See Source justification (Frequired) — Possible   Section 19. Section 19. See Section (Section 19. See Section 19.	Section 2. Agency Eligibility Information	Yes	
Section 5. COPS Office Hiring Request Form No	Section 3. General Agency Information	Yes	
Section 6. Law Enforcement and Community Policing Strategy  Section 7. Need for Federal Assistance  Section 8. Continuation of Project after Federal Funding Ends  Section 9. School Safety Assessment  No  Section 10. Project Abstract  Section 11. Project Description (Narrative)  Section 12. Official Partner(s) Contact Information  Section 13. Application Attachments  Project narrative (required) – See Project Narrative Checklist  Key curriculum vitae/staff resumes (required)  Indirect cost rate agreement (if applicable)  Sole source justification (if applicable)  Consultant rate justification (if applicable)  Consultant rate justification (if applicable)  Section 14. Budget Detail Worksheets  148. Civilian or Nonsworn personnel  Possible  146. Supplies  Possible  147. Contracts/Consultants  Possible  148. Travel/Training/Conferences  Possible  149. Supplies  Possible  146. Other costs  Budget summary  Pes  Section 15. Assurances and Certifications  Possible  158. U.S. DOJ Certified Standard Assurances  Possible  Section 16A. Disclosure of Lobbying Activities  Possible  Section 16A. Disclosure of Lobbying Activities  Possible  Section 17. Reviews and Certifications  Possible  Section 16A. Disclosure of Lobbying Activities  Possible  Section 17. Reviews and Certifications	Section 4. Executive Information	Yes	
Section 7. Need for Federal Assistance Yes (section A only)  Section 8. Continuation of Project after Federal Funding Ends Yes (section B only)  Section 9. School Safety Assessment No Section 10. Project Abstract Yes Section 11. Project Description (Narrative)  Section 12. Official Partner(s) Contact Information No Section 13. Application Attachments Yes Section 13. Application Attachments Yes Section 13. Application Attachments Yes Section 14. Section 15. Application Attachments Yes Section 15. Assurances Section 15. Assurances Act Section 15. Assurances Act Section 15. Assurances Act Section 15. Assurances Act Section 16. Disclosure of Lobbying; Debarment, Suspension and Other Requirements Yes Section 15. Reviews and Certifications Yes Section 16. Disclosure of Lobbying Activities Possible Section 17. Reviews and Certifications Yes Section 16. Disclosure of Lobbying Activities Possible Section 17. Reviews and Certifications Yes Section 16. Disclosure of Lobbying Activities Possible Section 17. Reviews and Certifications Yes Section 15. Assurance Act Sect	Section 5. COPS Office Hiring Request Form	No	
Section 8. Continuation of Project after Federal Funding Ends Section 9. School Safety Assessment No Section 10. Project Abstract Section 11. Project Description (Narrative) Section 12. Official Partner(s) Contact Information Section 13. Application Attachments Project narrative (required) – See Project Narrative Checklist Key curriculum vitae/staff resumes (required) Budget narrative (required) Sole source justification (if applicable) Section 14. Budget Detail Worksheets Section 14. Budget Detail Worksheets Sole 14B. Civilian or Nonsworn personnel Section 14B. Civilian or Nonsworn personnel Sole 14C. Equipment/Technology Sole 14D. Supplies Sole 14E. Travel/Training/Conferences Sole 14F. Contracts/Consultants Sole 14G. Other costs Sole 14G. Other costs Sole 14G. Other costs Sole 15B. U.S. DOJ Certified Standard Assurances Sole 15B. U.S. Doj Certified Standard Assurances Sole 16A. Disclosure of Lobbying Activities Sole 15C. Reviews and Certifications Sole	Section 6. Law Enforcement and Community Policing Strategy	Yes (section 6A only)	
Section 9. School Safety Assessment  Section 10. Project Abstract  Section 11. Project Description (Narrative)  Section 12. Official Partner(s) Contact Information  Section 13. Application Attachments  Project narrative (required) – See Project Narrative Checklist  Key curriculum vitae/staff resumes (required)  Budget narrative (required)  Indirect cost rate agreement (if applicable)  Sole source justification (if applicable)  Consultant rate justification (if applicable)  Consultant rate justification (if applicable)  Section 14. Budget Detail Worksheets  Yes  14B. Civilian or Nonsworn personnel  Possible  14C. Equipment/Technology  Possible  14F. Travel/Training/Conferences  14F. Contracts/Consultants  14F. Contracts/Consultants  14F. Contracts/Consultants  14F. Contracts/Consultants  14F. Contracts/Consultants  14F. Indirect costs  Possible  14H. Indirect costs  Budget summary  Yes  Section 15. Assurances and Certifications  Yes  15B. U.S. Dop Jertfied Standard Assurances  Yes  Section 16A. Disclosure of Lobbying Activities  Possible  Section 17. Reviews and Certifications  Yes  Section 17. Reviews and Certifications	Section 7. Need for Federal Assistance	Yes (section A only)	
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Section 11. Project Description (Narrative)  Section 12. Official Partner(s) Contact Information  Section 13. Application Attachments  Project narrative (required) – See Project Narrative Checklist  Key curriculum vitae/staff resumes (required)  Resudget narrative (required)  Indirect cost rate agreement (if applicable)  Sole source justification (if applicable)  Consultant rate justification (if applicable)  Consultant rate justification (if applicable)  Section 14. Budget Detail Worksheets  Section 14. Budget Detail Worksheets  14B. Civilian or Nonsworn personnel  14C. Equipment/Technology  14C. Equipment/Technology  14C. Equipment/Technology  14C. Supplies  14C. Travel/Training/Conferences  14F. Contracts/Consultants  Possible  14F. Contracts/Consultants  Possible  14G. Other costs  Possible  14H. Indirect costs  Possible  14H. Indirect costs  Possible  15A. U.S. DOJ Certified Standard Assurances  Yes  Section 16A. Disclosure of Lobbying Activities  Possible  Section 17. Reviews and Certifications  Yes  Section 17. Reviews and Certifications  Yes	Section 9. School Safety Assessment	No	
Section 11. Project Description (Narrative)  Section 12. Official Partner(s) Contact Information  No  Section 13. Application Attachments  Project narrative (required) – See Project Narrative Checklist Yes  Key curriculum vitae/staff resumes (required)  Nes  No  No  Project narrative (required) – See Project Narrative Checklist Yes  Nes  No  No  No  Project narrative (required) – See Project Narrative Checklist Yes  No  No  No  No  No  Project narrative (required) – See Project Narrative Checklist Yes  Nes  No  No  No  No  No  No  No  No  No  N	Section 10. Project Abstract	Yes	
Section 13. Application Attachments  Project narrative (required) – See Project Narrative Checklist Yes  Key curriculum vitae/staff resumes (required)  Nes  Nes  Nes  Nes  Nes  Nes  Nes  Ne	Section 11. Project Description (Narrative)		
Project narrative (required) — See Project Narrative Checklist Yes ☐ ☐ New Yes ☐ ☐ New Yes ☐ ☐ ☐ ☐ ☐ ☐ ☐ ☐ ☐ ☐ ☐ ☐ ☐ ☐ ☐ ☐ ☐ ☐ ☐	Section 12. Official Partner(s) Contact Information	No	
◆ Key curriculum vitae/staff resumes (required)       Yes         ◆ Budget narrative (required)       Yes         ◆ Indirect cost rate agreement (if applicable)       Possible         ◆ Sole source justification (if applicable)       Possible         ◆ Consultant rate justification (if applicable)       Possible         ◆ 14B. Givilian or Nonsworn personnel       Possible         ◆ 14B. Civilian or Nonsworn personnel       Possible         ◆ 14C. Equipment/Technology       Possible         ◆ 14D. Supplies       Possible         ◆ 14B. Travel/Training/Conferences       Possible         ◆ 14F. Contracts/Consultants       Possible         ◆ 14G. Other costs       Possible         ◆ 14H. Indirect costs       Possible         ◆ Budget summary       Yes         ◆ 15A. U.S. DOJ Certified Standard Assurances       Yes         ◆ 15B. U.S. Department of Justice Certifications Regarding Lobbying; Debarment, Suspension and Other Requirements         Section 16A. Disclosure of Lobbying Activities       Possible         Section 17. Reviews and Certifications       Yes <td>Section 13. Application Attachments</td> <td>Yes</td> <td></td>	Section 13. Application Attachments	Yes	
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Indirect cost rate agreement (if applicable)     Sole source justification (if applicable)     Consultant rate justification (if applicable)     Consultant rate justification (if applicable)     Possible     Consultant rate justification (if applicable)     Possible     Section 14. Budget Detail Worksheets     Yes     14B. Civilian or Nonsworn personnel     Possible     14C. Equipment/Technology     Possible     14D. Supplies     Possible     14E. Travel/Training/Conferences     Possible     14F. Contracts/Consultants     Possible     14G. Other costs     Possible     14H. Indirect costs     Possible     14H. Indirect costs     Possible     Section 15. Assurances and Certifications     Yes     15B. U.S. DOJ Certified Standard Assurances     15B. U.S. Department of Justice Certifications Regarding Lobbying; Debarment, Suspension and Other Requirements  Section 17. Reviews and Certifications     Yes     □  Section 17. Reviews and Certifications     Yes     □  Section 17. Reviews and Certifications     Yes     □	Key curriculum vitae/staff resumes (required)	Yes	
Sole source justification (if applicable)     Consultant rate justification (if applicable)     Consultant rate justification (if applicable)     Possible     □  Section 14. Budget Detail Worksheets     Yes     □      14B. Civilian or Nonsworn personnel     Possible     □      14C. Equipment/Technology     Possible     □      14D. Supplies     Possible     □      14E. Travel/Training/Conferences     Possible     □      14F. Contracts/Consultants     Possible     □      14G. Other costs     Possible     □      14H. Indirect costs     Possible     □      Budget summary     Yes     □  Section 15. Assurances and Certifications     ▼es      15A. U.S. DOJ Certified Standard Assurances     15B. U.S. Department of Justice Certifications Regarding Lobbying; Debarment, Suspension and Other Requirements  Section 16A. Disclosure of Lobbying Activities     Possible  Section 17. Reviews and Certifications     Yes     □  Section 17. Reviews and Certifications     Yes     □  Section 17. Reviews and Certifications     Yes     □	Budget narrative (required)	Yes	
Consultant rate justification (if applicable)  Section 14. Budget Detail Worksheets      14B. Civilian or Nonsworn personnel      14C. Equipment/Technology     14D. Supplies     14E. Travel/Training/Conferences     14F. Contracts/Consultants     14G. Other costs     14G. Other costs     14H. Indirect costs     Budget summary     Section 15. Assurances and Certifications     15B. U.S. DOJ Certified Standard Assurances     15B. U.S. Department of Justice Certifications Regarding Lobbying; Debarment, Suspension and Other Requirements  Section 17. Reviews and Certifications  Yes  □  Section 17. Reviews and Certifications	<ul> <li>Indirect cost rate agreement (if applicable)</li> </ul>	Possible	
Section 14. Budget Detail Worksheets       Yes       □         • 14B. Civilian or Nonsworn personnel       Possible       □         • 14C. Equipment/Technology       Possible       □         • 14D. Supplies       Possible       □         • 14E. Travel/Training/Conferences       Possible       □         • 14F. Contracts/Consultants       Possible       □         • 14G. Other costs       Possible       □         • 14H. Indirect costs       Possible       □         • Budget summary       Yes       □         Section 15. Assurances and Certifications       Yes       □         • 15A. U.S. DOJ Certified Standard Assurances       Yes       □         • 15B. U.S. Department of Justice Certifications Regarding Lobbying; Debarment, Suspension and Other Requirements       Yes       □         Section 16A. Disclosure of Lobbying Activities       Possible       □         Section 17. Reviews and Certifications       Yes       □	Sole source justification (if applicable)	Possible	
■ 14B. Civilian or Nonsworn personnel     ■ 14C. Equipment/Technology     ■ 14D. Supplies     ■ 14E. Travel/Training/Conferences     ■ 14F. Contracts/Consultants     ■ 14G. Other costs     ■ 14H. Indirect costs     ■ Budget summary     ■ Budget summary     Section 15. Assurances and Certifications     ■ 15B. U.S. DOJ Certified Standard Assurances     ■ 15B. U.S. Department of Justice Certifications Regarding Lobbying; Debarment, Suspension and Other Requirements  Section 17. Reviews and Certifications     ▼es     ■ Section 17. Reviews and Certifications     ■ 15B. U.S. Department of Justice Certifications Regarding Lobbying; Debarment, Suspension and Other Requirements  Section 17. Reviews and Certifications     □    □    □    □    □    □    □	Consultant rate justification (if applicable)	Possible	
■ 14C. Equipment/Technology     ■ 14D. Supplies     ■ 14E. Travel/Training/Conferences     ■ 14E. Travel/Training/Conferences     ■ 14F. Contracts/Consultants     ■ 14G. Other costs     ■ 14H. Indirect costs     ■ 14H. Indirect costs     ■ Budget summary     ■ Yes  Section 15. Assurances and Certifications     ■ 15A. U.S. DOJ Certified Standard Assurances     ■ 15B. U.S. Department of Justice Certifications Regarding Lobbying; Debarment, Suspension and Other Requirements  Section 16A. Disclosure of Lobbying Activities Possible  Section 17. Reviews and Certifications  Possible  □  Possible □  Possible □  Yes □  Section 16A. Disclosure of Lobbying Activities Possible □  Section 17. Reviews and Certifications  Possible □  Section 17. Reviews and Certifications		Yes	
■ 14D. Supplies     ■ 14E. Travel/Training/Conferences     ■ 14F. Contracts/Consultants     ■ 14G. Other costs     ■ 14H. Indirect costs     ■ Budget summary     ■ Budget summary     Section 15. Assurances and Certifications     ■ 15B. U.S. DOJ Certified Standard Assurances     ■ 15B. U.S. Department of Justice Certifications Regarding Lobbying; Debarment, Suspension and Other Requirements  Section 17. Reviews and Certifications     ▼es     □   Section 17. Reviews and Certifications     ▼es     □   Possible     □   Yes     □   Possible     □   Yes     □   Section 16A. Disclosure of Lobbying Activities     ■ Possible     □   Section 17. Reviews and Certifications     ▼es     □    □ □   □ □ □   □ □ □ □  □	14B. Civilian or Nonsworn personnel	Possible	
■ 14E. Travel/Training/Conferences     ■ 14F. Contracts/Consultants     ■ 14G. Other costs     ■ 14G. Other costs     ■ 14H. Indirect costs     ■ Budget summary     ■ Budget summary     ■ 15. Assurances and Certifications     ■ 15B. U.S. DOJ Certified Standard Assurances     ■ 15B. U.S. Department of Justice Certifications Regarding Lobbying; Debarment, Suspension and Other Requirements  Section 16A. Disclosure of Lobbying Activities Possible  Section 17. Reviews and Certifications  Possible  □ □ □ □ □ □ □ □ □ □ □ □ □ □ □ □ □ □	14C. Equipment/Technology	Possible	
■ 14E. Travel/Training/Conferences     ■ 14F. Contracts/Consultants     ■ 14G. Other costs     ■ 14H. Indirect costs     ■ 14H. Indirect costs     ■ Budget summary     ■ Budget summary     ■ Section 15. Assurances and Certifications     ■ 15A. U.S. DOJ Certified Standard Assurances     ■ 15B. U.S. Department of Justice Certifications Regarding Lobbying; Debarment, Suspension and Other Requirements  Section 16A. Disclosure of Lobbying Activities Possible  Section 17. Reviews and Certifications  Possible  □  Section 17. Reviews and Certifications  □  □  □  □  □  □  □  □  □  □  □  □  □	14D. Supplies	Possible	
■ 14F. Contracts/Consultants     ■ 14G. Other costs     ■ 14H. Indirect costs     ■ Budget summary     ■ Budget summary     Section 15. Assurances and Certifications     ■ 15A. U.S. DOJ Certified Standard Assurances     ■ 15B. U.S. Department of Justice Certifications Regarding Lobbying; Debarment, Suspension and Other Requirements  Section 16A. Disclosure of Lobbying Activities Possible  Section 17. Reviews and Certifications  Possible  □  □  □	14E. Travel/Training/Conferences	Possible	
■ 14H. Indirect costs     ■ Budget summary     ■ Section 15. Assurances and Certifications     ■ 15A. U.S. DOJ Certified Standard Assurances     ■ 15B. U.S. Department of Justice Certifications Regarding Lobbying; Debarment, Suspension and Other Requirements  Section 16A. Disclosure of Lobbying Activities  Possible  Section 17. Reviews and Certifications  Possible  □  □		Possible	
■ Budget summary     Section 15. Assurances and Certifications     ■ 15A. U.S. DOJ Certified Standard Assurances     ■ 15B. U.S. Department of Justice Certifications Regarding Lobbying; Debarment, Suspension and Other Requirements  Section 16A. Disclosure of Lobbying Activities  Possible  Section 17. Reviews and Certifications  Yes  □  □	14G. Other costs	Possible	
Section 15. Assurances and Certifications	14H. Indirect costs	Possible	
Section 15. Assurances and Certifications       Yes         ● 15A. U.S. DOJ Certified Standard Assurances       Yes         ● 15B. U.S. Department of Justice Certifications Regarding Lobbying; Debarment, Suspension and Other Requirements       Yes         Section 16A. Disclosure of Lobbying Activities       Possible         Section 17. Reviews and Certifications       Yes	Budget summary	Yes	
• 15B. U.S. Department of Justice Certifications Regarding Lobbying; Debarment, Suspension and Other Requirements  Section 16A. Disclosure of Lobbying Activities  Possible  Section 17. Reviews and Certifications  Yes  □		Yes	
• 15B. U.S. Department of Justice Certifications Regarding Lobbying; Debarment, Suspension and Other Requirements  Section 16A. Disclosure of Lobbying Activities  Possible  Section 17. Reviews and Certifications  Yes  □		Yes	
Lobbying; Debarment, Suspension and Other Requirements  Section 16A. Disclosure of Lobbying Activities  Possible  Section 17. Reviews and Certifications  Yes			
Section 16A. Disclosure of Lobbying Activities       Possible         Section 17. Reviews and Certifications       Yes	· ·		
Section 17. Reviews and Certifications Yes		Possible	
Section 18. Application Data Verification Possible		Yes	
	Section 18. Application Data Verification	Possible	

## **Project Narrative Checklist**

Step	Complete?
Have you followed the Project Narrative format?	
Double-spaced	
8.5 x 11 inch page	
One-inch margins	
Type no smaller or larger than 12 point	
Times New Roman font	
Pages are numbered	
Microsoft Word documents in .doc or .docx formats or PDF files (.pdf)	
No more than 20 pages long  Note: Items counting toward the 20 page limit include executive summaries,	
abstracts, timelines, graphs, and charts.	
<ul> <li>Items <b>not</b> counting toward the 20 page limit include cover page, table of contents,</li> </ul>	
and references (if formatted as endnotes).	
Have you included the following sections?	
Cover page which includes	
<ul> <li>Solicitation topic and subtopic (that matches what you selected in Section 1 of the</li> </ul>	
COPS Office Online Application System)	
Title of the project	
Table of contents	
Headings and details that correspond to the following sections heading identified in the CPD solicitation:	
Issue Identification and Strategy	
Impact on the Field	
Project Management Plan	
Experience and Capacity	
Budget	

Complete all items in this checklist before submitting your Project Narrative or application.