

U.S. Department of Justice
Office of Community Oriented Policing Services



FY24 COPS School Violence Prevention Program

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Overview

The U.S. Department of Justice, Office of Community Oriented Policing Services (COPS Office, <https://cops.usdoj.gov>) is pleased to announce that it is seeking applications for funding for the FY24 School Violence Prevention Program (SVPP).

The goal of this program is to improve security at schools and on school grounds through the implementation of evidence-based school safety programs and technology.

The COPS Office welcomes applications under which two or more entities would carry out the federal award; however, only one entity may be the applicant. Any other entities carrying out the federal award must be identified as proposed subrecipients. The applicant must be the entity that would have primary responsibility for carrying out the awards, including administering the funding, managing the entire project and monitoring compliance.

The terms and conditions of the federal award are also applicable to subrecipients. Please note the distinction between a subaward that creates a financial assistance relationship to carry out a portion of the federal award and a contract that creates a procurement relationship for the purchase of goods and services needed under the federal award. To assist in making subrecipient and contractor determinations, please refer to the guidance in 2 C.F.R. § 200.331.

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

Eligibility

States, units of local government, Indian tribes, and their public agencies are eligible to apply. See additional eligibility details under the Eligibility section of this solicitation.

Contact Information

Agency Contact Description

Applications must be submitted through both Grants.gov and the JustGrants system.

For technical assistance with submitting the Application for Federal Assistance, Standard Form 424 (SF-424), please call the Grants.gov customer service hotline at 800-518-4726, send questions via email to support@Grants.gov or consult the [Grants.gov Organization Applicant User Guide](#). The Grants.gov Support Hotline operates 24 hours a day, 7 days a week, except on federal holidays.

For technical support with the Justice Grants System (JustGrants) application, please contact JustGrants Support at JustGrants.Support@usdoj.gov or 833-872-5175. JustGrants Support operates Monday through Friday between the hours of 5:00 a.m. and 9:00 p.m. Eastern Time (ET) and Saturday, Sunday, and federal holidays from 9:00 a.m. to 5:00 p.m. ET. Training on JustGrants can also be found at <https://justicegrants.usdoj.gov/training-resources>.

For programmatic assistance with the requirements of this program, please call the COPS Office Response Center at 800-421-6770 or send questions via email to AskCopsRC@usdoj.gov. The COPS Office Response Center operates Monday through Friday, 9:00 a.m. to 5:00 p.m. ET, except on federal holidays.

Submission Information

Registration: To submit an application, all applicants must be registered in SAM.gov with a Unique Entity Identifier (UEI) number and be registered in Grants.gov.

Submission: Completing an application is a two-step process:

1. Applicants are first required to register via <https://www.grants.gov>, complete the SF-424 form and if applicable the Disclosure of Lobbying Activities, Standard Form - LLL (SF-LLL), and submit it through the [Grants.gov website](#).
2. Once the SF-424 and SF-LLL have been submitted via Grants.gov, the applicant will complete the full application including survey questions and provide attachments in JustGrants.

An application is not considered submitted until both of these steps are completed. For more information about registration and submission, see the How to Apply section of this solicitation.

All guidance for this program is contained in this Solicitation and can also be found at <https://cops.usdoj.gov/svpp>. In addition to this Solicitation, the COPS Office “[How to Apply](http://cops.usdoj.gov/how-to-apply)” web page, <http://cops.usdoj.gov/how-to-apply>, provides additional resources to help guide applicants through the process.

The complete application package (this solicitation, including links to additional documents) is available on Grants.gov and on the COPS Office website, <https://cops.usdoj.gov>.

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Program Description

The Office of Community Oriented Policing Services (COPS Office) is the component of the U.S. Department of Justice responsible for advancing the practice of community policing by the nation's state, local, territorial, and tribal law enforcement agencies through information and grant resources. The COPS Office has been appropriated more than \$20 billion to advance community policing, including grants awarded to more than 13,000 state, local and tribal law enforcement agencies to fund the hiring and redeployment of more than 136,000 officers. COPS Office information resources, covering a wide range of community policing topics such as school and campus safety, violent crime, and officer safety and wellness, can be downloaded via the COPS Office's home page, <https://cops.usdoj.gov>.

The COPS Office School Violence Prevention Program (SVPP) provides funding directly to states, units of local government, Indian tribes, and their public agencies to improve security at schools and on school grounds in the recipient's jurisdiction through evidence-based school safety programs.

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

This program is authorized under the Students, Teachers, and Officers Preventing (STOP) School Violence Act of 2018 (34 U.S.C. § 10551 et seq.).

Pursuant to 34 U.S.C. § 10551(b)(5)–(9), SVPP funding is authorized and available under the following purpose areas:

- “Coordination with local law enforcement”
- “Training for local law enforcement officers to prevent student violence against others and self”
- “Placement and use of metal detectors, locks, lighting, and other deterrent measures”
- “Acquisition and installation of technology for expedited notification of local law enforcement during an emergency”
- “Any other measure that, in the determination of the COPS Office Director, may provide a significant improvement in security”

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

Program-Specific Information

FY24 School Violence Prevention Program (SVPP)

The goal of SVPP is to improve security at schools and on school grounds through the implementation of evidence-based school safety programs and technology. SVPP awards will contribute to this goal by funding projects which include funding of civilian personnel to serve as coordinators with local law enforcement, training for local law enforcement officers, purchase and installation of certain allowable equipment and technology, and other measures to significantly improve school security. Anticipated outcomes of SVPP awards include improved information sharing with local law enforcement; increased interaction and improved communications between law enforcement and school officials; reduced notification times to law enforcement; improved response time to threats and events; accurate identification of danger and follow-up; increased knowledge of and use of community policing principles; and increased school safety and sustainability planning efforts. All of these outcomes should be achieved without resorting to discriminatory stereotypes or violating privacy. For the purposes of this program, a school is defined as an elementary or secondary school, including a Bureau-funded school (as defined in section 2021 of title 25).

As a condition of funding, if awarded, recipients must conduct comprehensive school safety assessments during the grant award period for all schools involved in the project. These assessments must inform the measures necessary to improve school safety and ensure a safe and positive learning environment for students free of discrimination and protective of student privacy. See Federal Award Administration Section for more information.

This is a competitive, discretionary program.

Applicants must ensure that the project being proposed meets the purposes of COPS Office funding under this statute (see Statutory Authority). The Bureau of Justice Assistance (BJA) and the Office of Juvenile Justice and Delinquency Program (OJJDP) also provide grants under STOP Act funding. Those programs fund different purpose areas and project types from COPS funding. **Applicants may submit applications for both COPS Office and BJA or OJJDP funding, but the applications cannot be duplicates – the proposals must fund distinct projects and different items and must be responsive to the solicitation being applied to.**

Applicants may not submit more than one application to the COPS Office; only one application for COPS Office funding will be reviewed for each applicant.

The following school safety measures are considered out of scope for SVPP, but may be eligible for funding under the BJA STOP School Violence program solicitation, <https://bja.ojp.gov/program/stop-school-violence-program/overview>, or the OJJDP Enhancing School Capacity to Address Youth Violence solicitation, <https://ojjdp.ojp.gov/>.

- Train school personnel and educate students on preventing student violence against others and themselves. Develop and operate technology solutions, such as anonymous reporting systems for threats of school violence, including mobile telephone applications, hotlines, and internet websites.
- Develop and operate:
- School threat assessment and intervention teams that may include coordination with law enforcement agencies and school personnel
- Specialized training for school officials in responding to mental health crises
- Support any other measure that, in the determination of the BJA Director, may provide a significant improvement in training, threat assessments and reporting, and violence prevention.

Background Information

The most effective school safety interventions incorporate the following measures into broader school safety planning and assessment efforts, focus on improving the overall school environments to create a positive learning climate for all students, and are designed to meet the unique needs and challenges of each school and jurisdiction. Improving school security should involve the entire school community, including input from students, parents, teachers, administrators as well as local law enforcement. When undertaking comprehensive school safety and security approaches, applicants should prioritize implementing school safety measures that help to promote a positive school climate that does not detract from the mission of the school to educate students or negatively impact the health and wellbeing of students.

Applicants should also be mindful of the need to protect student privacy and safeguard their civil rights and the potential for some security measures to cause or exacerbate trauma for some students and should use a trauma-informed approach when implementing security measures to help mitigate this concern. Many resources are available resources to assist schools in this strategic planning process.

Comprehensive school safety planning should include the following:

- **Maintaining effective ongoing communication, coordination, and partnerships** with all of those involved in school safety efforts within a jurisdiction to ensure accountability and monitor both effectiveness and compliance with all applicable requirements, including privacy and civil rights laws.
- **Site and risk assessments** that examine the overall safety, accessibility and emergency preparedness of school buildings and grounds and improve jurisdictions' understanding of the likelihood of specific threats or hazards. For assistance, see:
 - REMS Site Assess App, an application developed by the REMS TA Center to assist agencies in conducting site assessments, which can be found at online app stores.
<https://rems.ed.gov/SITEASSESS.aspx>;
 - Educational Facilities Vulnerability/Hazard Assessment Checklist,
https://rems.ed.gov/Docs/ACEF_ED_Facilitiesvulnerability-Hazardchecklist.pdf; and
 - A Guide to School Vulnerability Assessments: Key Principles for Safe Schools,
<https://files.eric.ed.gov/fulltext/ED515952.pdf>.
- **Coordinated emergency operations plans** that are developed in partnership with first responders (law enforcement, fire officials, and emergency medical services personnel), mental health entities, and community partners. For assistance see Guide for Developing High-Quality School Emergency Operations Plans, https://rems.ed.gov/docs/rems_k-12_guide_508.pdf.
- Specific efforts, programs and policies designed to ensure **positive school climates** including the physical, social, and emotional elements that this entails. For assistance, see Department of Education School Climate Surveys (EDSCLS) <https://safesupportivelearning.ed.gov/edscls>.
- **Routine training and drills** to ensure that plans are coordinated and effectively implemented. For assistance, see FEMA Toolkit Conducting Exercises and Drills, <https://training.fema.gov/programs/emischool/el361toolkit/conductingexercisesdrills.htm>.
- Regular updating and review of planning efforts.
- In addition, according to a 2016 National Institute of Justice report funded as part of the Comprehensive School Safety Initiative (Johns Hopkins University Applied Physics Laboratory, **A Comprehensive Report on School Safety Technology** (Washington, DC: National Institute of Justice, 2016), <https://www.ncjrs.gov/pdffiles1/nij/grants/250274.pdf>), jurisdictions should consider the following items before acquiring and deploying school safety technology:
 - A positive school climate is paramount for learning; technology should not create a punitive or prison-like atmosphere, rely on discriminatory stereotypes or violate student privacy, or generate additional fears or traumatize students who may already be living in an unsafe environment.
 - Technology cannot compensate for inherent building design weaknesses.

- Without training, technology can prove ineffective.
- Without the appropriate culture, technology can be circumvented.
- Technology may evolve rapidly (and so does the software that may accompany it); consideration must be given to replacement, maintenance, and repair costs.
- Long-term support for the technology is a key factor.
- Technology selection should focus on addressing a specified problem.

Additional Resources

Following are additional documents developed through the Comprehensive School Safety Initiative which may be helpful in development of the application:

- **Schoolsafety.gov** The U.S. Department of Homeland Security (DHS), U.S. Department of Education (ED), U.S. Department of Justice (DOJ), and the U.S. Department of Health and Human Services (HHS) created [SchoolSafety.gov](https://www.schoolsafety.gov) to share actionable recommendations to keep school communities safe. SchoolSafety.gov aims to help schools prevent, protect, mitigate, respond to, and recover from emergency situations.
- **The Readiness and Emergency Management (REMS) Technical Assistance Center** Provides excellent interactive tools and other resources to help school planning teams and community partners develop and implement emergency operations plans. <https://rems.ed.gov>
- **FEMA Multihazard Emergency Planning for Schools Toolkit** Provides a wide variety of resources to assist schools in planning and assessments. <https://training.fema.gov/programs/emischool/el361toolkit/start.htm>
- **National Center for School Safety** NCSS is a BJA STOP Program National Training and Technical Assistance provider and is a multidisciplinary, multi-institutional center focused on improving school safety and preventing school violence. www.nc2s.org
- **The Role of Technology in Improving K–12 School Safety (RAND Corporation)** Provides a synthesis of expert opinions and a review of the literature regarding school safety technology. https://www.rand.org/content/dam/rand/pubs/research_reports/RR1400/RR1488/RAND_RR1488.pdf
- **A Comprehensive Report on School Safety Technology (Johns Hopkins University Applied Physics Laboratory)** Provides a comprehensive summary of what is currently known regarding the effectiveness of school safety technologies. <https://www.ncjrs.gov/pdffiles1/nij/grants/250274.pdf>
- **DOJ Office of Juvenile Justice and Delinquency Prevention’s (OJJDP’s) Model Programs Guide** Contains information about evidence-based juvenile justice and youth prevention, intervention, and reentry programs. It is a resource for practitioners and communities about what works, what is promising, and what does not work in juvenile justice, delinquency prevention, and child protection and safety. <https://ojjdp.ojp.gov/model-programs-guide/home>

- **Department of Education’s What Works Clearinghouse: Behavior** Highlights effective and model practices surrounding behavior in schools.
<https://ies.ed.gov/ncee/wwc/FWW/Results?filters=,Behavior>
- **Federal Resources on Bullying Response and Prevention** Provides research and resources on bullying and cyber bullying; includes tools for schools, families, and communities.
<https://www.stopbullying.gov>
- **School Resource Officer Guiding Principles:** [Supporting Safe Schools](#)

Federal Award Information: Awards, Amounts and Durations

Anticipated Number of Awards

205

Anticipated Maximum Dollar Amount of Awards

\$500,000 per award

Period of Performance Start Date

10/1/24

Period of Performance Duration (months)

36

Anticipated Total Amount to be Awarded under Solicitation

up to \$73,000,000

Federal Award Information

This solicitation is expected to be very competitive. The COPS Office may elect to fund applications submitted under this solicitation in future fiscal years, dependent on, among other considerations, the merit of the applications and the availability of funding.

FY24 funding will cover up to 75 percent of approved projects, up to a maximum federal share of \$500,000. See Cost Sharing or Match below on the required local match (cost share) of at least 25 percent.

Approximately \$1 million of the available funding will be reserved for microgrants for school districts, including rural, tribal, and low-resourced schools. Microgrant award requests must be for \$100,000 or less, and the 25 percent local match (cost share) requirement may be waived if fiscal need is demonstrated. Consideration for microgrant funding does not exclude your agency from other SVPP funding.

All awards are subject to the availability of appropriated funds and any modifications or additional requirements that may be imposed by law. With limited funding, the COPS Office expects a competitive solicitation.

Type of Award

The COPS Office will make all awards from the FY24 SVPP solicitation in the form of grants, which does not provide for substantial involvement between the federal awarding agency and the nonfederal entity in carrying out the activity contemplated by the federal award. Grant recipients will be responsible for day-to-day project management and may reach out to the COPS Office with assistance in implementing the award. However, grant recipients will need to work with the COPS Office program manager in situations stated in the terms and conditions, such as scope changes, extensions, or conference request approvals.

Cost Sharing or Matching Funds

A minimum 25 percent local cash match (matching funds) is required unless a waiver is approved. See the Budget and Associated Documentation section below.

Eligibility Information

States, units of local government, Indian tribes, and their public agencies are eligible to apply. Applications should demonstrate a comprehensive approach to school safety.

- The following entities are eligible to apply under this program:
 - States, units of local government, Indian tribes, and their public agencies, including
 - School districts, including public charter schools and school districts with a single school;
 - School boards; and
 - Law enforcement agencies.
- The following entities are ineligible to apply as primary applicants:
 - Individual schools not operating as school districts;
 - Independent schools and private schools, including private charter schools.

Additional Eligibility Requirements:

Pursuant to 34 U.S.C. §§ 10552(a)(1)–(2), each application shall be accompanied by an assurance that the application was prepared after consultation with individuals not limited to law enforcement officers (including licensed mental health professionals, social workers, students, parents, school violence researchers/academics (if practical), teachers, principals, and other school personnel) to ensure that the improvements to be funded under the grant are

- consistent with a comprehensive approach to preventing school violence including being protective of student privacy and ensuring that students are not discriminated against on the basis of race, national origin, disability, religion, or sex, and
- individualized to the needs of each school at which those improvements are to be made.

As part of your application, your agency will be required to answer questions directly related to this statutory assurance. Applicants that do not provide this assurance will be deemed ineligible.

Application and Submission Information

The complete application package (this solicitation, including links to additional documents) is available on Grants.gov and on the [COPS Office website](#).

Completing an application under this program is a two-step process. Applicants must first register via <https://www.grants.gov> and complete an Application for Federal Assistance, Standard Form 424 (SF-424), the government-wide standard application form for federal assistance and the of Lobbying Activities, Standard Form - LLL (SF-LLL). The remainder of the application will be completed through the JustGrants System at <https://justicegrants.usdoj.gov/>.

Applicants are strongly recommended to register immediately on <https://www.grants.gov>. Any delays in registering with Grants.gov or submitting the SF-424 may result in insufficient time for processing your application through JustGrants.

No other form of application will be accepted. Applications with errors or missing information may be disqualified or rated accordingly. Please note that the application system will not accept incomplete applications or applications with errors.

Please refer to the Contact Information section for technical assistance with submitting the SF-424, technical support with JustGrants, or programmatic assistance with the requirements of this program.

Content and Form of Application

The application in JustGrants consists of a series of questions, which are summarized below, and a budget worksheet with accompanying narrative justifications. The complete list of questions is located at <https://cops.usdoj.gov/svpp>. Applicants are encouraged to read through the online application questions in advance to ensure sufficient time to prepare answers to the questions.

Failure to submit all required documentation at the time of the application may delay processing and/or result in the denial of your application. Unless otherwise noted, each section in the application must be completed in its entirety.

Completing the Application for Federal Assistance (SF-424) and the Disclosure of Lobbying (SF-LLL) in Grants.gov

The SF-424 is a required standard form used as a cover sheet for submission of pre-applications, applications, and related information under discretionary programs. Applicants must complete and submit the SF-424 via <https://www.grants.gov> using the information provided on that site. Public reporting burden for this collection of information is estimated to average 60 minutes per response including time for reviewing instructions, searching existing data sources, gathering, and maintaining required data as well as completing and reviewing the collection of information. Send comments regarding the burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden, to the Office of Management and Budget, Paperwork Reduction Project (0348-0043), Washington, D.C. 20503.

PLEASE DO NOT RETURN YOUR COMPLETED FORM TO THE OFFICE OF MANAGEMENT AND BUDGET. SUBMIT IT ONLINE VIA GRANTS.GOV.

Intergovernmental Review

Note: Intergovernmental Review (SF-424 Question 19): This solicitation is subject to Executive Order (E.O.) 12372, Intergovernmental Review of Federal Programs. Applicants must check the Office of Management and Budget's website for the names and addresses of Single Points of Contact (SPOC) under Intergovernmental Review: <https://www.whitehouse.gov/wp-content/uploads/2023/06/SPOC-list-as-of-2023.pdf>. If the applicant's state appears on the SPOC list, the applicant must contact the state SPOC to find out about, and comply with, the state's process under E.O. 12372. In completing the SF-424, such applicant is to make the appropriate selection in response to question 19 once the applicant has complied with its state E.O. 12372 process. An applicant whose state does not appear on the SPOC list should answer question 19 by selecting the following response: "Program is subject to E.O. 12372 but has not been selected by the state for review."

Disclosure of Lobbying Activities

All applicants must complete and submit the Disclosure of Lobbying Activities (SF-LLL) form in Grants.gov. Applicants that do not expend any funds for lobbying activities should enter "N/A" in the required highlighted fields. Applicants that expend any funds for lobbying activities must provide the information requested on the SF-LLL.

Once the SF-424 and SF-LLL have been submitted via Grants.gov, an email will be sent to the entity's E-Business Point of Contact (E-Biz POC) (also referred to as the JustGrants Entity Administrator) from **DIAMD-NoReply@usdoj.gov**. This email will contain registration instructions to create an account in

DOJ's secure user management system, the Digital Identity and Access Management Directory (DIAMD), or instructions on how to complete the second part of the online application through the JustGrants website.

Standard Applicant Information

Applicants must complete the web-based form in JustGrants, which is pre-populated with the SF-424 data submitted in Grants.gov. Applicants are required to confirm the two Authorized Representatives, verify the legal name, address, and enter the ZIP code(s) for the areas affected by the project. For statewide or nationwide projects, the applicant should enter "State" or "National" in this field.

In order for applicants to complete this section, the two Authorized Representatives must have established accounts in JustGrants after the Grants.gov portion of the application is submitted. **Please note: Users assigned as Authorized Representatives must log in into the JustGrants system to activate their account. Users will not be visible in JustGrants until they have successfully logged into JustGrants.**

The Authorized Representatives are officials who have ultimate and final responsibility for all programmatic and financial decisions regarding this COPS Office application as representatives of your agency, as the legal recipient.

For guidance on who should be assigned as Authorized Representatives, please see below:

For law enforcement agencies, COPS Office awards require that both the top law enforcement executive (e.g., chief of police, sheriff, or equivalent) and the top government executive (e.g., mayor, board chairman, or equivalent) sign the application, and (if awarded funding) accept the award package. Both the top law enforcement executive and the top government executive must be assigned the role of Authorized Representative in Just Grants.

For non-law enforcement agencies, (institutions of higher education, school districts, private organizations, etc.), COPS Office awards require that both the programmatic official (e.g., executive director, chief executive officer, or equivalent) and financial official (e.g., chief financial officer, treasurer, or equivalent) sign the application, and (if awarded funding) accept the award package. These two officials must have the ultimate signatory authority to sign contracts on behalf of your organization. Both the programmatic official and the financial official must be assigned the role of Authorized Representative in Just Grants.

Please note that nonexecutive positions (e.g., clerks, trustees) are not acceptable Authorized Representatives.

For further assistance with accessing JustGrants, please visit the [JustGrants website](#). For further assistance with submitting an application in JustGrants, please visit the [JustGrants Training web page](#).

Proposal Abstract

The proposal abstract is entered into a text box in JustGrants. Briefly summarize (in 500 words or less) how your agency intends to use this award, if funded. The abstract should include names of applicant and partners, project title, purpose of the project (including goal and intended outcome), primary activities for which funds are requested, key partners, and who will benefit (including geographic area to be served). You should write your project abstract for a general public audience without any personally identifiable or law enforcement sensitive information as this abstract, along with other federal award information, may be published on publicly available governmentwide websites.

This information will not be scored but is used throughout the review process.

Data Requested with Application

Please refer to the following steps to help guide you through initiating, completing, modifying, and obtaining the status of solicitation surveys in the JustGrants system:

- To **initiate** a survey, please click on the **survey title** to open.
- When you have **completed** the survey, please click the **“Finish”** button on the lower right corner of the screen. The system will direct you to a review screen displaying your survey responses.
- To go back to the initial **list of surveys**, go to the **“Actions”** menu at the top right corner of the screen and select **“Close”** to exit the survey review screen. The survey you just completed will still display an **“Open”** status.
- To **confirm the completed status** of your survey, go back to the **“Actions”** menu and select **“Refresh.”** The status of your completed survey will change to **“Resolved-Completed.”**
- If you would like to **verify** the survey responses of a completed survey, you may click the **survey title** to reopen the selected survey and **view** your saved responses.
- If you would like to **change and/or update** the survey responses of a completed survey, you may click the **“Re-open”** option to **update** your saved responses.
- Remember, to **confirm the status** of a completed survey, you will need to click the **“Actions”** menu and **“Refresh.”**

Following is a summary of the questions that applicants will be required to complete.

- Program Impact: Applicants will respond to questions regarding scope of program impact, including the number of schools and students impacted.
- Need for Improved Security/School Climate: Applicants will provide information on existing school security infrastructure and planning, and rate of incidents.
- Need for Federal Assistance: All applicants are required to explain their inability to address the needs identified in this application without federal assistance. Applicants will answer a series of questions about their service population and about the fiscal health of their area.

- Proposal Questions: All applicants are required to respond to these questions to describe their project and detail their proposal for grant funding.

A copy of the survey questions required for this solicitation can be found at <https://cops.usdoj.gov/svpp>.

Budget and Associated Documentation

Budget Worksheet and Budget Narrative (Web-based Form)

Applicants must complete the web-based budget worksheet form in JustGrants along with narrative entries to describe each proposed cost. The narrative entries must (1) describe each item requested or group of similar items requested; and (2) link each item or group of items to implementation of the proposed SVPP project. Every item included on the web-based budget worksheet must be described in the narrative section of the budget narrative. Failure to provide this information may eliminate your application from consideration. All items will be reviewed on a case-by-case basis to determine reasonableness and allowability in the context of the allowable and unallowable costs of the program's purpose areas. Items under the program must be purchased in accordance the requirements set forth by the STOP School Violence Act of 2018 (34 U.S.C. § 10551 et seq.). In addition, each item must programmatically link to the SVPP activities described in your application. To the maximum practicable extent, all equipment and products purchased with these funds must be American-made. All school safety equipment and technology implementation should be compliant with all applicable codes, including the building and life safety codes.

Budget requests must not exceed the three-year award period. The COPS Office reserves the right to deny funding for items not considered reasonable, allocable, and allowable, even if not specified on the funding restriction lists below.

The allowable uses of SVPP funds include the following:

- "Acquisition and installation of technology for expedited notification (to law enforcement) during an emergency"
- "Coordination with local law enforcement"
- "Placement and use of metal detectors, locks, lighting, and other deterrent measures"
- "Training for local law enforcement officers to prevent school violence"
- "Any other measure that the COPS Office Director determines may provide a significant improvement in security"

Applicants may request allowable improvements for which they have a demonstrated financial need that support a comprehensive approach to preventing school violence and are individualized to the needs of each impacted school.

All final calculations should be rounded to the nearest whole dollar. Once the budget for your application has been completed, a budget summary page will reflect the total amounts requested in each category, the total project costs, and the federal share and local share amounts.

Recipients may not use COPS Office funding for the same item or service also funded by another U.S. Department of Justice award. See below for a non-exhaustive list of allowable and unallowable costs, as well as guidance for completing each budget category.

Cost Sharing or Matching Funds Waiver

The COPS Office may waive an applicant's matching funds requirement. During the application review process, your agency's waiver request will be evaluated based on the availability of funding, a demonstration of severe fiscal distress as supported by the fiscal health data provided in this application, and comparison of your fiscal health data with that of the overall SVPP applicant pool. Matching funds waivers are not guaranteed, and applicants should plan accordingly.

Total federal funding is capped at \$500,000 per award, even if the matching funds requirement is waived.

Please indicate whether the COPS Office should continue to consider your application if the waiver request is not granted or whether it should be removed from consideration if the waiver is not granted.

Acceptable sources for cost sharing or matching funds requirements may include the following:

- Non-federal asset forfeitures funds (subject to approval from the state or local oversight agency)
- Funds from state or local governments that are committed to matching funds for your program
- Funds from federal programs whose statutes specifically authorize their use as matching funds
- Funds contributed by private sources
- Federal funds appropriated to tribal agencies or to the Bureau of Indian affairs performing law enforcement functions on Indian lands may be used as matching funds. Matching contributions may be applied at any time during the life of the award, provided that the full matching share is obligated by the end of the award period.

Allowable Costs – Fundable Requests

Personnel: Civilian/non-sworn Positions

SVPP-funded personnel must be hired on or after the award start date and must perform a role directly related to the SVPP project (such as project coordinators, project managers, technology managers, emergency management coordinators, or trainers). Salaries should be comparable to industry standards and the type of work being performed, and consistent in amount and percentage with organizational policy.

Fringe Benefits for Civilian/non-sworn Positions

Fringe benefits typically covered the applicant organization, as specified in the personnel and salary policies of that organization or any contractual agreements, and allowable under 2 CFR 200, will be covered. Examples of allowable fringe benefits include Social Security, Medicare, insurance (life, health, dental, etc.), shift differential, retirement plans, and holiday pay.

Severance pay, hazard pay, and training and equipment fringe benefits are not allowed. Certain overtime costs are allowable, see Unallowable Costs, but must be included in the “other” budget category.

If you are not requesting any civilian base salary and fringe benefits, move to the next section. For each civilian personnel request, applicants must complete the web-based form. If the individual will be working more than one year of the project, applicants will have the option to copy a year within the budget form.

The “additional narrative” section should be used to describe the employee’s roles, responsibilities, and activities related to the work to be completed on the project. If the salary increases from one budget year to another because of cost-of-living increases, be sure to detail these increases in the budget description. Applicants will need to provide the appropriate percentage for each fringe benefit that the individual is allocated per the employee benefits.

Note, the system will not allow more than 6.2 percent for Social Security and 1.45 percent for Medicare.

Equipment/technology

Equipment is defined as tangible, nonexpendable personal property, including exempt property, having a useful life of more than one year and an acquisition cost of \$5,000 or more per unit.

Applicants may use its own capitalization policy for classification of equipment and supplies, but only where it is less than the Federal policy threshold of \$5,000. If your organization does not have a capitalization policy in place, you must use the Federal policy amount of \$5,000. See Application Resource Guide at https://cops.usdoj.gov/pdf/2024ProgramDocs/GAD_Resource_Guide.pdf for information on the prohibition on purchasing covered telecommunications and video surveillance services or equipment for grants.

All equipment and technology items must be clearly linked to the enhancement or implementation of the SVPP project. Examples of such items may include the following:

- Entry Control Equipment
- Door locking mechanisms/access control doors
- Peepholes for classroom doors
- School site alarm and protection systems—Motion detectors
- Lighting (on school grounds)

- Communication technology
- Emergency call boxes
- Intercom or public address (PA) system
- Panic and immediate alarm notification systems
- Two-way radios
- Emergency alerts—Automated text messages or email
- Identification technology—ID scanning devices (and accompanying equipment)
- Laptops (directly related to SVPP)
- Maps of schools/bus routes—GIS software
- Printers (directly related to SVPP)
- Security cameras and/or systems (and accompanying equipment)

If you are not requesting any equipment or technology, move to the next section. For each equipment request, applicants must complete the web-based form.

The “additional narrative” section should be used to describe the type of equipment with a description and justification explaining why the equipment is necessary for the success of the project.

Supplies

Supplies include any materials that are expended or consumed during the SVPP project. Such costs may include training manuals, paper, printer ink, pens, postage, etc.

If you are not requesting any supplies, move to the next section. For each supply request, applicants must complete the web-based form. The cost should be broken down to the lowest form; therefore, if you are requesting \$30 per month for office supplies, the calculation should be 12 x \$30 and not 1 x \$360.

The “additional narrative” section should be used to describe and justify why the supplies are necessary for the success of the project. Provide any additional calculations that make up the base cost.

Travel/training

Travel/training costs include grant-related travel costs for the recipient to visit other jurisdictions engaged in similar programs or to attend conferences or trainings directly related to the goals of the project. Expenses for transportation, lodging, meals, and incidental expenses (if travel is more than 50 miles from the program location) will be reviewed in accordance with applicable regulations and guidelines as part of the application process. An example of such training would be school violence prevention training for law enforcement officers.

If a recipient does not have a written travel policy, it must adhere to the Federal Travel Regulations (FTR). For information on the FTR and U.S. Government General Service Administration (GSA) per diem rates by geographic area, please visit <https://www.gsa.gov/travel/plan-book/per-diem-rates>. For all applicants (with or without a written travel policy), airfare travel costs must be one of the following: the lowest discount commercial airfare, standard coach airfare, or the Federal Government contract airfare (if authorized and available).

If you are not requesting any travel, training, or conferences, move to the next section. For each travel request, applicants must complete the web-based form. Each trip should be entered as an individual entry rather than a group of trips.

The “additional narrative” section should be used to describe the purpose of the trip, proposed destination, trip duration by day/night, and list of individuals traveling as well as a detailed cost breakdown for each travel category (lodging, per diem, etc.). The cost breakdown should include:

- mode of transportation and proposed fare per trip (airfare, train, etc.) broken down by day;
- mileage allowances if private vehicle will be used
- per diem rates for the destination per day (including full per diem and travel day per diem);
- lodging costs per night;
- transportation fees per day; and
- parking fees per day.

Contracts/consultants/subawards

Consultant expenses and contracts include goods or services that directly contribute to the implementation or enhancement of the SVPP project. The use of a consultant should be more economical than direct employment. Contractor/consultant costs may include costs to provide one-time training to staff for equipment operation or use and contracting/consulting services that provide such things as needs analysis, installation, and testing.

Compensation for individual consultant services procured under a COPS Office award must be reasonable and allocable in accordance with 2 C.F.R. Part 200, Subpart E—Cost Principles and consistent with that paid for similar services in the marketplace.

Unless otherwise approved by the COPS Office, consultant rates will be based on the salary a consultant receives from his or her primary employer, as applicable, up to \$650 per day. For consultant or contractor rates that exceed \$650 per day, the COPS Office requires written justification, and recipients must receive COPS Office approval of those rates before drawing down award funds. Determinations will be made on a case-by-case basis.

In addition, the awarded entity may use funds to contract or make subawards (for the purposes detailed in this section) to the following:

- Local educational agencies
- Nonprofit organizations (excluding schools)
- Units of local government or tribal organizations

The applicant should distinguish clearly between subawards and contracts in allocating any funds to other entities.

Any recipient of an award will be responsible for monitoring subawards and contracts in accordance with all applicable statutes, regulations, and guidelines. Primary recipients will be responsible for oversight of subrecipient/partner spending and monitoring specific performance measures and outcomes attributable to the use of COPS Office funds.

All sole-source procurements of goods and services (those not awarded competitively) in excess of \$250,000 require prior approval from the COPS Office.

If you are not requesting any procurement contract costs move to the next section. For each procurement contract request, applicants must complete the web-based form.

The “additional narrative” section should be used to describe and justify the product or services to be procured by including the nature and scope of goods purchased, price proposals, and length of contract.

Procurement contract travel requests should follow the same guidance as the “travel” section. Provide any additional calculations that make up the base cost.

Other Costs

Items not included in the previous categories but that have a direct correlation to the overall success of a recipient’s project objectives and are necessary for the project to reach full implementation will be considered on a case-by-case basis by the COPS Office.

Other costs may include such items as software and prepaid warranties or maintenance agreements (not to exceed 36 months), overtime costs for civilian personnel engaging in SVPP- related activities (not to exceed 20 percent of the awarded budget), or other miscellaneous items that have a direct correlation to the overall success of a recipient’s project objectives (such as awareness campaigns) and are necessary for the project to reach full implementation.

- Shipping costs
- School safety assessments
- Fencing, gates, or poles (for lights or cameras)

If you are not requesting any other costs, move to the next section. For each request, applicants must complete the web-based form. The cost should be broken down to the lowest form.

The “additional narrative” section should be used to describe and justify why the item is necessary for the success of the project. Provide any additional calculations that make up the base cost.

Unallowable Costs – Requests that will Not be Funded

The items listed in this section are generally considered unallowable and are rarely approved by the COPS Office. Before including any of these items in your budget and application, please contact the COPS Office at 800-421-6770.

This is not an exhaustive list, and items not listed here will be reviewed on a case-by-case basis. The COPS Office reserves the right to deny funding for items not included on this list. Applicants are expected to request items that show a direct link between the requested item and the applicant’s SVPP project. All requests must contribute directly to the specific purpose of the award project and relate to the parameters stipulated in the STOP School Violence Act of 2018, 34 U.S.C. § 10551(b)(5)–(9).

Indirect Costs will not be funded.

Personnel

- Salaries and benefits of sworn officers
- Salaries and benefits of civilian security guards

Equipment/technology

- Ammunition (including training ammunition)
- Armored Vehicles
- Automatic license plate recognition software
- Bayonets
- Biometric technology, including facial recognition technology
- Body armor
- Body wire equipment
- Body-worn cameras
- Bulletproof vests and accessories
- Buses/shuttles/transit vans (purchasing or leasing)
- Camouflage uniforms
- Computer aided dispatch (CAD) systems/records management systems (RMS)

- Electronic control weapons (ECW)
- Explosives
- Firearms (including training firearms)
- General law enforcement vehicles (including patrol cars and leased vehicles)
- Handcuffs and weapons
- Incentives for research and/or participation in program activities
- Manned aircraft
- Mobile data terminals (MDT)
- Radar guns/equipment
- Standard issue police vehicle equipment (including light bars, cages, and siren packages)
- Stun guns or electroshock devices
- Trinkets and other conference takeaways
- Unmanned aerial vehicles (drones)
- Weaponized aircraft, vessels, and vehicles of any kind

Supplies

- Conference or event swag, including t-shirts, bags, or mugs
- Entertainment, including amusement, diversion, social activities, and any associated costs (e.g., tickets to shows or sports events, meals, lodging, rentals, transportation, and gratuities)
- Extracurricular expenses for youth programs, including t-shirts, meal plans, giveaways, swag bags, and games
- Promotional items and memorabilia, including challenge coins, pins, models, gifts, souvenirs, or recreational supplies (such as Frisbees)
- Trophies, medals, certificates, and other awards

Travel/training

- Bar charges/alcoholic beverages
- Catering
- Entertainment, including amusement, diversion, social activities, and any associated costs (e.g., tickets to shows or sports events, meals, lodging, rentals, transportation, and gratuities)
- Firearms training
- Food and beverages at conferences, meetings, or trainings your organization is hosting

- Local travel costs (lodging, meals, per diem, or transportation costs) within a 50-mile radius of the project location, including mileage reimbursement, rental cars, parking fees, or taxi fare for local travel
- Paying for meals other than your own

Contracts/consultants

- Any consultant fees in excess of \$650 per day must receive prior written approval from the COPS Office
- Maintenance or service contracts that exceed the life of the award period (multiyear contracts and extended warranties are allowable but must be paid in full within the initial award period and must not exceed 36 months)

Other

- Advertising and public relations designed solely to promote the recipient
- Construction and renovation costs
- Costs incurred for intramural activities, student publications, student clubs, and other student activities
- Severance pay
- Hazard pay
- Land acquisition including renting, leasing, or construction of buildings or other physical facilities
- Opioid reversal agents such as Narcan
- Non-holiday premium pay
- Indirect costs
- Maintenance of vehicles
- Vehicle enhancements (such as mounts)
- Standard or dress uniforms or uniform accessories

Pre-Agreement Costs

Pre-Agreement costs, or pre-award costs, are costs incurred by the applicant prior to the start date of the period of performance of the federal award. Pre-agreement costs are allowable only to the extent that they would be allowable if incurred after the start date of the federal award and only with prior written approval of the DOJ awarding agency. Any and all pre-agreement costs are incurred at the sole risk of an applicant and will be reimbursed only to the extent that the costs were approved before they were incurred and provided that an award ultimately is made.

Noncompetitive Justification

Prior approval is required for all noncompetitive, or sole source, procurements in excess of \$250,000. As applicable, applicants will attach the noncompetitive justification (or sole source justification) in the application section titled “Noncompetitive Justification” if sole source information is available at time of application. Additional guidance can be found in the [Sole Source Justification Fact Sheet](#).

The COPS Office strongly recommends that uploaded files be clearly named to indicate the applicant organization name and the file contents to ensure that reviewers can easily locate application documents. All other attachments—such as letters of support and résumés—should use descriptive file names identified on the attachment(s) such as “[Applicant]. Noncompetitive.” Recommended file formats are PDF, Microsoft Word, and Microsoft Excel. The system may reject applications with other formats. **If an applicant submits multiple versions of the same document, the COPS Office will review only the most recent system-validated version submitted.**

Consultant Rate

Prior approval is required for consultant/contractor rates that exceed \$650 per day (or \$81.25 per hour). As applicable, applicants will attach consultant/contractor rate justifications in the application section titled “Consultant Rate” if the consultant rate information is available at the time of application. Additional guidance can be found in the [Consultant/Contractor Rate Fact Sheet](#). if known at the time of application, upload justification to the application section titled “Consultant Rate”. Note: Recipients must request and receive COPS Office approval of those rates before drawing down funds. Determinations will be made on a case-by-case basis.

The COPS Office strongly recommends that uploaded files be clearly named to indicate the applicant organization name and the file contents to ensure that reviewers can easily locate application documents. All other attachments—such as letters of support and résumés—should use descriptive file names identified on the attachment(s) such as “[Applicant].Consultant Rate.” Recommended file formats are PDF, Microsoft Word, and Microsoft Excel. **The system may reject applications with other formats. If an applicant submits multiple versions of the same document, the COPS Office will review only the most recent system-validated version submitted.**

Memoranda of Understanding (MOU) and Other Supportive Documents

As applicable, applicants will attach the any memoranda of understanding or partner agreements in this section.

Additional Application Components

Letters of Support

Letters of support are required from major partners and other significant stakeholders when a proposed project involves coordination with another jurisdiction or agency (city, county, law enforcement agency, school district, etc.). Letters of support should confirm major partners or significant stakeholders planned involvement and support of the project. If an applicant submits multiple versions of the same document, the COPS Office will review only the most recent system validated version submitted.

Disclosures and Assurances

Disclosure of Lobbying Activities

Important: All applicants must complete the SF-LLL Disclosure of Lobbying Activities in Grants.gov prior to beginning the application process in JustGrants. NOTE: Applicants that do not expend any funds for lobbying activities should enter “N/A” in the required highlighted fields.

This disclosure form shall be completed by the reporting entity, whether sub-awardee or prime federal recipient, at the initiation or receipt of a covered federal action, or a material change to a previous filing, pursuant to title 31 U.S.C. § 1352. The filing of a form is required for each payment or agreement to make payment to any lobbying entity for influencing or attempting to influence an officer or employee of any agency, a member of Congress, an officer or employee of Congress, or an employee of a member of Congress in connection with a covered federal action. Complete all items that apply for both the initial filing and material change report. Refer to the implementing guidance published by the Office of Management and Budget for additional information.

If this applies to your organization, you are required to complete the disclosure form via grants.gov. If you need to submit additional forms, please submit them as attachments to your application online in the “Additional Application Components” Section.

DOJ Certified Standard Assurances

Applicants to COPS Office programs are required to sign and acknowledge the standard DOJ Assurances form in JustGrants. Signing this document assures the COPS Office that you have read, understood, and accepted the award terms and conditions as outlined in the Assurances. Please read this document carefully, as signatures on this document are treated as material representation of fact upon which reliance will be placed when the U.S. Department of Justice determines to fund the covered award. Full text of the Certified Standard Assurances and Terms and Conditions is available in the [FY24 Application Resource Guide](#).

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

Applicants to COPS Office programs are required to sign and acknowledge the standard DOJ Certifications form in JustGrants. Signing this document assures the COPS Office that you have read, understood, and accepted the award terms and conditions as outlined in the Certifications.

Please read this document carefully, as signatures on this document are treated as material representation of fact upon which reliance will be placed when the U.S. Department of Justice determines to award the covered award. See appendices for the full assurances and certifications, which can all be found in the [FY24 Application Resource Guide](#).

An explanation is required when the applicant is unable to certify to certain statements in the “Certifications Regarding Lobbying; Debarment, Suspension and Other Responsibility Matters; Drug-Free Workplace Requirements; Law Enforcement and Community Policing” form (if applicable). When the applicant is unable to certify to specific statements identified in this Certifications form, the applicant must attach an explanation. The applicant is still required to sign the Certifications form to certify to all the other applicable statements. Please see [FY24 Application Resource Guide](#) for a copy of this Certifications form.

The certifications are as follows:

1. the applicant understands that, as a general rule, COPS Office funding may not be used for the same item or service funded through another funding source, and
2. the applicant and any required or identified official partner(s) listed in this application mutually agreed to this partnership prior to submission.

Declaration and Certification to DOJ as to Application Submission

Applicants must read and acknowledge the statements in the Declaration and Certification.

Federal Civil Rights and Award Review

Please be advised that an application may not be funded and, if awarded, a hold may be placed on the award if it is deemed that the applicant is not in compliance with federal civil rights laws, is not cooperating with an ongoing federal civil rights investigation, or is not cooperating with a U.S. Department of Justice award review or audit.

How to Apply

Federal regulations require that an applicant for federal funding (1) be registered in SAM before submitting its application, (2) provide a valid unique entity identifier in its application, and (3) continue to maintain an active SAM registration with current information at all times during which it has an active

federal award or an application or plan under consideration by a federal awarding agency. The COPS Office may not make an award to an applicant until the applicant has complied with all applicable Unique Entity Identifier (UEI) and SAM requirements and, if an applicant has not fully complied with these requirements by the time the COPS Office is ready to make an award, the COPS Office may determine that the applicant is not qualified to receive an award. See 2 C.F.R. §§ 25.200 and 25.205 and the Award Terms and Conditions for further information.

Please follow the steps listed here to ensure your application is submitted by the deadline for this solicitation. Applicants should register online with SAM and with Grants.gov well in advance of the JustGrants deadline.

Step 1: Register with SAM database/Confirm Unique Entity Identifier (UEI) Number

The Unique Entity Identifier (UEI) issued by SAM is a 12-character alphanumeric value and, once issued, will not change. Entities that are currently registered in SAM.gov already have a Unique Entity ID (SAM) which can be viewed in SAM.gov. The transition to UEI (SAM) will not impact an entity's registration expiration date or when renewal is necessary.

System of Award Management (SAM) registration and renewal can take as long as 10 business days to complete.

If you do not have an Employer Identification Number (EIN), the process can take up to five weeks to obtain an EIN from the Internal Revenue Service. There is no fee associated with these processes. These processes cannot be expedited.

SAM registration procedures can be accessed at <https://www.sam.gov>.

The person registering with SAM will be the designated SAM E-Business (E-Biz) Point of Contact (POC), who can assign the people who submit applications for the organization (your Authorized Organization Representatives). In addition, you must review your SAM registration once a year.

Step 2: Acquire an Authorized Organization Representative (AOR) and a Grants.gov username and password.

Complete the AOR profile on Grants.gov and create a username and password. An applicant entity's "Unique Entity Identifier (UEI)" must be used to complete this step. For more information about the registration process for organizations and other entities, visit the [Grants.gov registration page](#). Individuals registering with Grants.gov may visit the [Applicant Registration page](#).

Step 3: Acquire confirmation for the AOR from the E-Business Point of Contact (E-Biz POC).

The SAM E-Biz POC at the applicant organization must log into Grants.gov to confirm the applicant organization's AOR. The E-Biz POC will need the Marketing Partner Identification Number (MPIN) password obtained when registering with SAM to complete this step. Note that an organization can have more than one AOR.

Step 4: Search for the funding opportunity on Grants.gov.

Search using the Assistance Listing Title and the Funding Opportunity Number from the solicitation.

Step 5: Access Funding Opportunity and Application Package from Grants.gov.

Select “Apply for Grants” under the “Applicants” column. Enter your email address to be notified of any changes to the opportunity package before the closing date. Click the Workspace icon to use Grants.gov Workspace.

Step 6: Complete and Submit the SF-424 and SF-LLL via Grants.gov.

Within 48 hours after submitting the SF-424 and SF-LLL, the applicant should receive two notifications from Grants.gov. The first will confirm the receipt of the SF-424 and SF-LLL. The second will state whether the SF-424 and SF-LLL has been validated and successfully submitted, or whether it has been rejected due to errors, with an explanation. It is possible to first receive a message indicating that the application is received, and then receive a system-generated rejection notice a few minutes or hours later. Submitting the SF-424 and the SF-LLL well ahead of the Grants.gov deadline provides time to correct the problem(s) that caused the rejection. These system-generated rejection notices are due to inaccurate data or incomplete applications.

Important: DOJ urges each applicant to submit the SF-424 and the SF-LLL at least 72 hours prior to the Grants.gov due date to allow time to receive validation messages or rejection notifications from Grants.gov and to correct in a timely fashion any problems that may have caused a rejection notification. Verify the application deadline (date and time) in the solicitation.

Step 7: Register the Entity Administrator (E-Biz POC) and the Application Submitter with DOJ’s Justice Grants System (JustGrants).

(Application Submitters and E-Biz POC Users with an existing JustGrants Account may skip to step 8.)

Within 24 hours of JustGrants receiving an application from Grants.gov, the user submitting the application in Grants.gov and SAM E-Biz POC will receive an email to register for a JustGrants account. The email is from DOJ’s secure user management system (DIAMD) and will include instructions on how to create an account.

To ensure that you receive these emails and that they are not flagged as spam, we recommend adding **DIAMD-NoReply@usdoj.gov** to the trusted sender list in your email settings.

The E-Biz POC at the applicant organization serves as the Entity Administrator and must log in to JustGrants to confirm the entity’s profile, add users, and assign the two required Authorized Representatives (Law Enforcement Executive/Program Official and Government Executive/Financial Official). The Authorized Representatives are officials who have ultimate and final responsibility for all programmatic and financial decisions for your agency, as the legal recipient. For guidance on who should be assigned as Authorized Representatives, please see below:

For law enforcement agencies, COPS Office awards require that both the top law enforcement executive (e.g., chief of police, sheriff, or equivalent) and the top government executive (e.g., mayor, board chairman, or equivalent) sign the application, and (if awarded funding) accept the award package. Both the top law enforcement executive and the top government executive must be assigned the role of Authorized Representative in Just Grants.

For non-law enforcement agencies (institutions of higher education, school districts, private organizations, etc.), COPS Office awards require that both the programmatic official (e.g., executive director, chief executive officer, or equivalent) and financial official (e.g., chief financial officer, treasurer, or equivalent) sign the application, and (if awarded funding) accept the award package. These two officials must have the ultimate signatory authority to sign contracts on behalf of your organization. Both the programmatic official and the financial official must be assigned the role of Authorized Representative in Just Grants.

Please note that nonexecutive positions (e.g., clerks, trustees) are not acceptable Authorized Representatives.

The user who submitted the application in Grants.gov serves as the Application Submitter. Within minutes of completing your JustGrants account registration, the Application Submitter and the E-Biz POC (Entity Administrator) users will receive an email from JustGrants with a link to the application started in Grants.gov.

Application Submitters and E-Biz POC Users with a JustGrants Account

Step 8: Review and Invite the Two Required Authorized Representatives in JustGrants

The Entity Administrator will need to log into JustGrants to review and assign the required two Authorized Representatives (Law Enforcement Executive/Program Official and Government Executive/Financial Official). The Authorized Representatives are officials who have ultimate and final responsibility for all programmatic and financial decisions for your agency, as the legal recipient. For guidance on who should be assigned as Authorized Representatives, please see guidance above.

If an Authorized Representative needs to be invited, the Entity Administrator will need to invite the individual to receive a JustGrants account. These actions are required before an application can be submitted.

Within minutes of being invited to be an Authorized Representative, the individual will receive an email from **DIAMD-NoReply@usdoj.gov** with instructions on how to create an account in DOJ's secure user management system.

Once the Authorized Representatives receives the email and completes the steps to create an account, the Authorized Representative will be available in JustGrants.

Review the "[JustGrants User Roles Guide](#)" to become familiar with the various JustGrants Entity User roles.

Step 9: Complete and Submit the JustGrants Application

Important: In addition to the Application Submitter, the Entity Administrator and the two Authorized Representatives should be available to assist with the JustGrants application submission.

The Application Submitter will complete the application by entering data into web-based forms, uploading attachments, and accepting assurances and certifications. Before you submit your application, each section must be completed and free of validation errors. If not, please return to each identified page using the table of contents on the right side of the page. If any required fields are unanswered, they will be flagged with warning messages. In this case, answer these required fields. You will not be able to submit your application until all validation issues are corrected and the application is certified.

The Application Submitter will also need to confirm the required two Authorized Representatives (Law Enforcement Executive/Program Official and Government Executive/Financial Official).

The Application Submitter will need to select two authorized representatives via dropdown field in the “Confirm Authorized Representative” section of the application. The dropdown will display all authorized representatives that have been assigned for your entity (the [Application Submission Job Aid Reference Guide](#) for this step).

If you do not see authorized representatives for your entity in the dropdown field within the “Confirm Authorized Representative” section of the application, you will need to add and assign the role for each authorized representative for your entity. Please note: the COPS Office requires two authorized representatives (Law Enforcement Executive and Government Executive) for its grant applications. Users will not be visible in JustGrants until they have successfully logged into JustGrants. If you need assistance adding users and assigning roles for your entity, please refer to the [Entity Management Job Aid Reference Guide](#).

Once all sections are completed, the application submitter will submit the application. Upon successful submission of an application, the Application Submitter, Entity Administrator, and the two Authorized Representatives will receive an email from JustGrants confirming submission of the application. The COPS Office will not accept applications submitted via mail or email.

Step 10: Confirm Receipt of JustGrants Application

The Application Submitter should closely monitor their email and JustGrants accounts for any notifications from Grants.gov or JustGrants about a possible failed submission. The user who is authorized to submit applications on behalf of the organization is the one who will receive these notifications. The COPS Office does not send out these notifications, nor does the COPS Office receive a copy of these notifications. It is the applicant’s responsibility to notify the COPS Office of any problems with the application submission process. Submitting the application components **at least 48 hours prior to the solicitation deadline** will enable the applicant to receive notice of a failed submission and provide an opportunity to correct the error before the applicable deadline.

Submission Dates and Time

All completed applications must be submitted by the deadline.

Late Submissions

The COPS Office will review on a case-by-case basis requests for late submission due to unforeseen technical issues or extraordinary events such as extreme weather emergencies or mass casualty events. Requests for an extension of the Grants.gov deadline must be received prior to the close of the solicitation in Grants.gov. Requests for an extension of the JustGrants deadline must be made prior to the close of the solicitation in JustGrants. No late submission requests will be considered once the solicitation closes. Extension of deadlines is rare and is not guaranteed.

To be considered for an extension, applicants must contact the COPS Office Response Center via email at AskCopsRC@usdoj.gov detailing the technical/extraordinary issues that impact application submission. This email must be submitted prior to the deadline for which the applicant is requesting an extension. The applicant's email must include the following information: UEI number, Organization name, Point of Contact name and information, Application ID, and the nature of the issue/disaster and how it affected the applicant's ability to submit an application on time. The email subject line should read "[Insert Program] Extraordinary Circumstances: [UEI number, Agency Name, Application ID]", with your UEI number and organization name and details filled in.

The COPS Office will respond to each applicant as soon as possible with either an approval and instructions for submission or a rejection. If the technical issues you reported cannot be validated, the application will be rejected.

The following conditions are not valid reasons to request an extension: (1) failure to begin the registration process in sufficient time; (2) failure to follow instructions on Grants.gov or JustGrants; (3) failure of the two assigned authorized representatives, with the proper authority, to activate accounts in JustGrants prior to application submission; (4) failure to follow all of the instructions in the solicitation; (5) failure to register or update information on the SAM website; and (6) failure to register or complete the SF-424 and SF-LLL in Grants.gov.

Application Review Information

The COPS Office is committed to ensuring a fair and open merit review process. Applications that meet eligibility and basic minimum requirements will be subject to a merit review and ranking process. The merit review will consist of both a programmatic and financial review and will be conducted by COPS Office staff or in collaboration with other subject matter experts. The review will also assess whether costs are reasonable, necessary, allowable, and allocable under applicable federal cost principles, agency regulations, and the program.

Review Process

Applications will be evaluated according to financial need, security needs, program impact, and the responses to the proposal narrative questions.

Basic Minimum Requirements Review

Successfully submitted applications will undergo a basic minimum requirement (BMR) review before advancing to the next stage of the review process. This BMR review ensures that all applicants are eligible to apply for this solicitation.

BMR Review Criteria

The BMR review ensures that applicants are States, units of local government, Indian tribes, and public agencies. BMR ensures that (1) funding requested was for allowable costs, (2) the applicant for funding, and (3) the applicant's project proposal was responsive to the solicitation.

Review Criteria

Proposals selected for programmatic review will then be reviewed and evaluated based on the following:

- School Safety Planning and Assessment efforts
- Funding Request and Integration
- Management and Implementation Plan
- Sustainability Plan

Applications will first be scored according to the following weighting methodology, using responses to application questions:

- Program Impact: 25 percent
- Improved Security Need: 50 percent
- Federal Assistance Need: 25 percent

In determining which proposals will move forward to programmatic review, the COPS Office will consider scores, as well as other considerations, including presence of a catastrophic event in the jurisdiction, geographic diversity, including urban, suburban, and rural, and demonstrated need for improved school security and climate. The COPS Office will also provide priority consideration to applicants who were not funded recently under SVPP.

Gun Violence: Applicants that propose projects using Community Violence Intervention strategies to address high rates of gun violence, firearms seizures, and gun-related incidents on school grounds will be given priority consideration. These proposals must fit within the purpose areas for SVPP. Examples

could include improved communication among schools, community stakeholders, and law enforcement to promote wraparound services and other supports for students, or training for law enforcement on CVI approaches such as in trauma-informed care.

Consideration for microgrant funding does not exclude your agency from being evaluated within the larger SVPP pool. In addition, any applicable priority consideration(s) is only one of many factors in making COPS Office funding decisions and does not guarantee an award.

Administrative Compliance Review

All advancing applications will undergo an administrative compliance review. Past financial and programmatic performance with DOJ award funding will be considered in this review process. Past performance may affect the overall rating and ranking of an application. Factors that may be included in the past performance review include the following:

- 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
- The extent to which the applicant has completed work and spent prior award funds in a timely manner

Pursuant to 2 C.F.R. Part 200.206, before award decisions are made, the COPS Office also reviews information related to the degree of risk posed by applicants. Among other things to help assess whether an applicant with one or more prior federal awards has a satisfactory record with respect to performance, integrity, and business ethics, the COPS Office checks whether the applicant is listed in SAM as excluded from receiving a federal award. The COPS Office also must review and consider any information about the applicant that appears in the nonpublic segment of the integrity and performance system accessible through SAM (currently, the Federal Awardee Performance and Integrity Information System, “FAPIS”).

Applicants may review and comment on any information about them 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.

The COPS Office may contact applicants regarding budget and financial questions as part of the review process. This outreach is not an indication of funds or awarding decisions.

Director's Selection

Absent explicit statutory authorization or written delegation of authority to the contrary, all final award decisions will be made by the Director of the COPS Office, who may also give consideration to factors including prior funding history, current award balances, underserved populations, population served, geographic diversity, strategic priorities, past performance, significant concerns regarding ability of the applicant to administer federal funds, and available funding when making awards.

Federal Award Notices

Award notification will be sent electronically from JustGrants. This award notification will include instruction on enrolling in Automated Standard Application for Payments (ASAP) and accepting the award. Recipients will be required to log into JustGrants to review, sign, and accept the award. The notice of award will contain details about the award including start and end dates, funding amounts, and the award conditions. The Authorized Representatives must acknowledge having read and understood all sections of the award instrument and submit the required declaration and certification to accept the award; these steps will be completed electronically in JustGrants before you will be able to draw down funds or begin implementing the program. By accepting the award and the COPS Office funding, your agency acknowledges that it will comply with these conditions and, if applicable, additional special conditions specific to your agency.

It is anticipated that awards will be announced on or after **September 30, 2024**. Any public announcements will be posted on the [COPS Office website](#).

All award decisions are final and not subject to appeal.

To officially accept and begin your award, your organization must access your award package at <https://justgrants.usdoj.gov/>. Once you access your account, you will review and electronically sign the award document (including award terms and conditions) and, if applicable, the special award conditions or high-risk conditions within 45 days of the date shown on the award congratulatory letter, unless an extension is requested and granted. The two assigned Authorized Representatives (Law Enforcement Executive/Program Official and Government Executive/Financial Official) as described in the How to Apply section are required to sign the award package. If the Authorized Representative(s) changes between the time of application submission and award receipt, the Entity Administrator will need to update the Authorized Representative(s) in JustGrants. Your organization will not be able to draw down award funds until the COPS Office receives your signed award document. For more information on accepting your award, please visit <https://justicegrants.usdoj.gov/training-resources/justgrants-training/grant-award-acceptance> for step-by-step instructions.

For technical support with JustGrants, please call JustGrants Support at JustGrants.Support@usdoj.gov, or 833-872-5175. For programmatic assistance, please contact the COPS Office Response Center at AskCopsRC@usdoj.gov.

The Award Package

The award package is the document indicating your official award funding amount, the award number, the award terms and conditions, and award start and end dates.

The award start date indicated in the award package means that your organization may be reimbursed for any allowable costs incurred on or after this date. The duration of awards is three years (36 months).

Your FY24 award number is in the following format: 15JCOPS-24-GG-XXXXX-SSIX. The COPS Office tracks award information based upon this number; therefore, it is important to have your organization's award number (or your organization's UEI number) readily available when corresponding with the COPS Office.

The award terms and conditions are listed in the award package. In limited circumstances, your award package may include additional special conditions or high-risk conditions that prevent your organization from drawing down or accessing award funds until the special conditions or high-risk conditions are satisfied as determined by the COPS Office.

By accepting the award, you are acknowledging that you are obtaining federal funds from the COPS Office. As part of that agreement, if awarded funds, your organization will acknowledge that it will comply with all applicable award terms and conditions including any special or high-risk conditions.

Administrative and National Policy Requirements

If selected for funding, in addition to implementing the funded project consistent with the approved project proposal and budget, the recipient must comply with award terms and conditions and other legal requirements including, but not limited to, OMB, DOJ, or other federal regulations that will be included in the award or incorporated into the award by reference or are otherwise applicable to the award.

The COPS Office strongly encourages applicants to review applicable requirements and terms and conditions prior to submitting an application. Terms and conditions for COPS Office awards are available on the COPS Office website in the Application Resource Guide. Terms and conditions are subject to change before the award is issued. The FY24 SVPP Resource Guide also contains additional requirements which apply to this application and award, including audit requirements, suspension, and termination requirements.

Terms, Conditions, and Award Requirements

Please review carefully the [FY24 Application Resource Guide](#) for a full description of each of the listed terms, conditions, and other requirements for this COPS Office program. By submitting your application, your organization assures the COPS Office that you agree to the terms, conditions, and requirements. If awarded funds, by accepting your COPS Office award, your organization agrees to comply with all of the terms, conditions, and other requirements in your award package and any additional special or high-risk conditions that may be imposed on your award.

Administrative Actions and Legal Remedies Related to Federal Awards

Please be advised that an application may not be funded or, if awarded, a hold may be placed on this application if it is deemed that the applicant is not in compliance with federal civil rights laws, is not cooperating with an ongoing federal civil rights investigation, or is not cooperating with a U.S. Department of Justice award review or audit.

Misuse of COPS Office funds or failure to comply with all COPS Office award requirements may 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.

Under the False Claims Act, any credible evidence that a person has submitted a false claim or has committed a criminal or civil violation of laws pertaining to fraud, conflict of interest, bribery, gratuity, or similar misconduct involving COPS Office funds may be referred to the Office of Inspector General (OIG). The OIG may be contacted at oig.hotline@usdoj.gov, <https://oig.justice.gov/hotline/index.htm>, or 800-869-4499.

Remedies for Noncompliance

Under 2 C.F.R. § 200.339, if the recipient fails to comply with award terms and conditions, the Federal awarding agency may impose additional conditions or take one or more of the following actions as appropriate in the circumstances:

- Temporarily withhold cash payments pending correction of the deficiency by the non-Federal entity or more severe enforcement action by the Federal awarding agency or pass-through entity.
- Disallow (that is, deny both use of funds and any applicable matching credit for) all or part of the cost of the activity or action not in compliance.
- Wholly or partly suspend or terminate the Federal award.
- Initiate suspension or debarment proceedings as authorized under 2 C.F.R. Part 180 and Federal awarding agency regulations (or in the case of a pass-through entity, recommend such a proceeding be initiated by a Federal awarding agency).
- Withhold further Federal awards for the project or program.
- Take other remedies that may be legally available.

Prior to imposing sanctions, the COPS Office will provide reasonable notice to the recipient of its intent to impose sanctions and will attempt to resolve the problem informally. Appeal procedures will follow those in the U.S. Department of Justice regulations in 28 C.F.R. Part 18.

Awards terminated due to noncompliance with the federal statutes, regulations, or award terms and conditions will be reported to the integrity and performance system accessible through SAM (currently FAPIIS).

False statements or claims made in connection with COPS Office awards may result in fines, imprisonment, debarment from participating in federal awards or contracts, and any other remedy available by law.

Please be advised that recipients may not use COPS Office funding for the same item or service also funded by another U.S. Department of Justice award.

Federal Awarding Agency Contact(s)

For technical assistance with submitting the SF-424, please call the Grants.gov customer service hotline at 800-518-4726, send questions via email to support@Grants.gov, or consult the [Grants.gov Applicant User Guide](#). The Grants.gov Support Hotline operates 24 hours a day, 7 days a week, except on federal holidays.

For technical support with the Justice Grants System (JustGrants) application, please contact the JustGrants Support at JustGrants.Support@usdoj.gov or 833-872-5175. The JustGrants Support operates Monday through Friday between the hours of 5:00 a.m. and 9:00 p.m. Eastern Time (ET) and Saturday, Sunday, and federal holidays from 9:00 a.m. to 5:00 p.m. ET. Training on JustGrants can also be found at <https://justicegrants.usdoj.gov/training-resources>.

For programmatic assistance with the requirements of this program, please contact the COPS Office Response Center at AskCopsRC@usdoj.gov. The COPS Office Response Center operates Monday through Friday, 9:00 a.m. to 5:00 p.m. ET, except on federal holidays.

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

All applications submitted to the COPS Office (including all attachments to applications) are subject to the federal Freedom of Information Act (FOIA) and to the Privacy Act. By law, DOJ may withhold information that is responsive to a request if DOJ determines that the responsive information is protected from disclosure under the Privacy Act or falls within the scope of one or more of the nine statutory exemptions under FOIA. DOJ cannot agree not to release some or all portions of an application/award file in advance of a request pursuant to the FOIA.

In its review of records that are responsive to a FOIA request, the COPS Office will withhold information in those records that plainly falls within the scope of the Privacy Act or one of the statutory exemptions under FOIA. (Some examples include certain types of information in budgets and names and contact information for project staff other than certain key personnel.) In appropriate circumstances, the COPS Office will request the views of the applicant/recipient that submitted a responsive document.

Feedback to the COPS Office

To assist the COPS Office in improving its application and award processes, we encourage applicants to provide feedback on this solicitation, the application submission process, and the application review peer review process. Provide feedback via email to AskCopsRC@usdoj.gov with the following subject line: “FY24 [Insert Program Here] Program Feedback.”

Important: This email is for feedback and suggestions only. Replies are not sent from this mailbox. If you have specific questions on any program or technical aspect of the solicitation, you must contact the COPS Office Response Center at AskCopsRC@usdoj.gov.

COPS Office Other Information

Reporting, Monitoring, and Evaluation Requirements

Reporting

If awarded, your organization will be required to submit quarterly Standard Form 425, Federal Financial Reports (FFR) as well as semiannual Programmatic Performance Reports. Recipients should be prepared to track and report program award funding separately from other funding sources (including other COPS Office federal awards) to ensure accurate financial and programmatic reporting on a timely basis. Recipients should ensure that they have financial internal controls in place to monitor the use of program funding and ensure that its use is consistent with the award terms and conditions. Good stewardship in this area includes written accounting practices, use of an accounting system that tracks all award drawdowns and expenditures, and the ability to track when award-funded positions are filled or approved purchases are made. Failure to submit complete reports or submit reports in a timely manner will result in the suspension and possible termination of a recipient’s COPS Office award funding or other remedial actions.

Monitoring

Federal law requires that agencies receiving federal funding from the COPS Office be monitored to ensure compliance with their award conditions and other applicable statutory regulations. Agencies receiving federal funding from the COPS Office will be monitored to ensure compliance with their award conditions and other applicable statutes and regulations, including all applicable non-discrimination provisions and student privacy protections, and track progress towards achieving the goal of improved school security.

Both aspects of award implementation—compliance and programmatic benefits—are part of the monitoring process coordinated by the U.S. Department of Justice.

Awarded organizations will be responsible for submitting Programmatic Performance Reports on a semiannual basis and SF-425 -Federal Financial Reports on a quarterly basis. In addition, awarded organizations will be responsible for the timely submission of a final Closeout Report and any other required final reports. All COPS Office recipients will be required to participate in such award monitoring activities of the U.S. Department of Justice, including but not limited to the COPS Office, the Office of the Inspector General, or any entity designated by the COPS Office.

Please note that the COPS Office may take a number of monitoring approaches, such as site visits, enhanced office-based award reviews, alleged noncompliance reviews, and periodic surveys to gather information and to ensure compliance. The COPS Office may seek information including, but not limited to, your organization's compliance with both programmatic and financial requirements of the award, and your organization's progress in implementing the award. The COPS Office is particularly interested in confirming that the purchase of items and/or services is consistent with the applicant's approved award budget.

If awarded funds, you agree to cooperate with and respond to any requests for information pertaining to your award in preparation for any of the above-referenced award monitoring activities.

Please feel free to contact your COPS Office Program Manager to discuss any questions or concerns you may have regarding the monitoring, reporting, and evaluation requirements.

Program Evaluation

Though a formal assessment is not a requirement, awarded organizations are strongly encouraged to conduct an independent assessment of their respective award-funded projects. Project evaluations have proven to be valuable tools in helping organizations identify areas in need of improvement, providing data of successful processes, and reducing vulnerabilities.

Selected award recipients shall be evaluated on the local level or as part of a national evaluation, pursuant to guidelines established by the Attorney General. Such evaluations may include assessments of individual program implementations. In select jurisdictions that are able to support outcome evaluations, the effectiveness of funded programs, projects, and activities may be required. Outcome measures may include crime and victimization indicators, quality of life measures, community perceptions, and police perceptions of their own work.

Financial Management and System of Internal Controls

Award recipients and subrecipients must, as set out in the Uniform Guidance at 2 C.F.R. § 200.303, do the following:

- Establish and maintain effective internal control over the federal award that provides reasonable assurance that [the recipient (and any subrecipient)] is managing the federal award in compliance with federal statutes, regulations, and the terms and conditions of the federal award. These internal controls should be in compliance with guidance in “Standards for Internal Control in the Federal Government” issued by the Comptroller General of the United States and the “Internal Control Integrated Framework” issued by the Committee of Sponsoring Organizations of the Treadway Commission (COSO).
- Comply with federal statutes, regulations, and the terms and conditions of the federal awards.
- Evaluate and monitor [the recipient’s (and any subrecipient’s)] compliance with statutes, regulations, and the terms and conditions of federal awards.
- Take prompt action when instances of noncompliance are identified including noncompliance identified in audit findings.
- Take reasonable measures to safeguard protected personally identifiable information and other information the federal awarding agency designates as sensitive or [the recipient (and any subrecipient)] considers sensitive, consistent with applicable federal, state, local, and tribal laws regarding privacy and obligations of confidentiality.

Audit Requirement

The Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards at 2 C.F.R. Part 200, Subpart F – Audit Requirements, available at <https://www.ecfr.gov/current/title-2/subtitle-A/chapter-II/part-200/subpart-F>, establish the requirements for organizational audits that apply to COPS Office award recipients. Recipients must arrange for the required organization-wide (not award-by-award) audit in accordance with the requirements of Subpart F.

Civil Rights

All recipients are required to comply with nondiscrimination requirements contained in various federal laws. A memorandum addressing federal civil rights statutes and regulations from the Office for Civil Rights, Office of Justice Programs will be included in the award package for award recipients. All applicants should consult the Assurances form to understand the applicable legal and administrative requirements.

Funding to Faith-Based Organizations

Faith-based or religious organizations are eligible, on the same basis as any other organization, to participate in any DOJ program for which they are otherwise eligible. A faith-based or religious organization that participates in DOJ-funded programs or services will retain its independence from government, and may continue to carry out its mission, including the practice and expression of its religious beliefs, as long as it does not use direct financial assistance from DOJ to support any explicitly religious activities, including activities that involve overt religious content such as worship, religious instruction, or proselytization. Further guidance on federal financial assistance for faith-based organizations can be found at [Civil Rights | Partnerships with Faith-Based and Other Neighborhood Organizations | Office of Justice Programs \(ojp.gov\)](#) and [Equal Treatment of Faith-Based Organizations in DOJ-Supported Social Service Programs](#).

Section 508 of the Rehabilitation Act

If you are an applicant using assistive technology and you encounter difficulty when applying, please contact the COPS Office Response Center at 800-421-6770 or AskCopsRC@usdoj.gov.

The department is committed to ensuring equal access to all applicants and will assist any applicant who may experience difficulties with assistive technology when applying for awards using the JustGrants System.

Public Reporting Burden: Paperwork Reduction Act Notice

The public reporting burden for this collection of information is estimated to be up to 11.3 hours per response, depending upon the COPS Office program being applied for, which includes time for reviewing instructions. Send comments regarding this burden estimate or any other aspects of the collection of this information, including suggestions for reducing this burden, to the Office of Community Oriented Policing Services, U.S. Department of Justice, 145 N Street NE, Washington, DC 20530; and to the Public Use Reports Project, Office of Information and Regulatory Affairs, Office of Management and Budget, Washington, DC 20503. For any questions or comments, please contact David Neely, COPS Office Paperwork Reduction Act Program Manager, at 202-514-8553.

You are not required to respond to this collection of information unless it displays a valid OMB control number. The OMB control number for this application is 1103-0098, and the expiration date is 04/30/2024.

Performance Measures

To assist in fulfilling the U.S. Department of Justice's responsibilities under the Government Performance and Results Act Modernization Act (GPRA Modernization Act) of 2010, P.L. 111-352), recipients who receive funding from the Federal Government must measure the results of work that

funding supports. This act specifically requires the COPS Office and other federal agencies to set program goals, measure performance against those goals, and publicly report progress in the form of funding spent, resources used, activities performed, services delivered, and results achieved.

As part of the programmatic progress report, SVPP recipients will be required to report on their progress toward improving and implementing evidence-based school safety strategies and programs. Recipients will also be required to describe how the personnel, technology, equipment, and/or training requested will assist in this goal.

Based on the data collected from recipients, the COPS Office may make improvements to this program to better meet the program's objective and recipients' needs.

Data will be collected on a periodic basis through performance reports.

Performance measures for this program are as shown in table 1 on page 46.

Table 1. Performance measures

Objective	Performance Measures	Data recipient provides
<p>Increase the capacity of states, units of local government and Indian tribes to implement strategies that improve security at schools and on school grounds through funding for personnel, technology, equipment, and training.</p> <p>Extent to which COPS Office funding has increased your agency’s capacity to implement or enhance school safety?</p>	<p>Extent to which COPS Office award funding (e.g., personnel, equipment, training, etc.) has increased your agency’s capacity to implement or enhance school safety.</p> <p>Percent of schools that have conducted a school safety assessment.</p> <p>Number of law enforcement individuals trained to improve school safety.</p> <p>Number of schools receiving funding for equipment or security enhancements.</p> <p>Percent of recipients that notified law enforcement and fire agencies of the SVPP award.</p> <p>Percentage of recipients receiving funding for equipment or security enhancements that shared comprehensive school safety assessment with local law enforcement and fire agencies.</p> <p>Recipients will rate the effectiveness of the COPS Office funding in increasing their capacity to improve school safety.</p>	<p>Data will be collected on a periodic basis through recipient reporting.</p>

Application Checklist

Please refer to the [JustGrants DOJ Application Submission Checklist](#).