



**US Department of Justice** OMB No. 1121-0329

Approval expires 11/30/2020

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

# **U.S. Department of Justice**

## **Coordinated Tribal Assistance Solicitation**

*Fiscal Year 2019 competitive grant announcement*

### **Eligibility**

**It is very important that applicants review this information carefully. Applications submitted by ineligible entities will be removed from further consideration during an initial review process.**

Only federally recognized Indian tribes, as determined by the Secretary of the Interior<sup>1</sup>, may apply. This includes Alaska Native villages and tribal consortia consisting of two or more federally recognized Indian tribes. Tribal designees are eligible only for certain activities related to the DOJ's Office on Violence Against Women (OVW) and Office for Victims of Crime (OVC) programs. (See pages i through iii for a list of additional eligibility criteria and exceptions by purpose area.)

**DOJ may** elect to fund applications submitted under this fiscal year (FY) 2019 solicitation in future fiscal years, dependent on, among other considerations, the merit of the applications and on the availability of appropriations.

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

### **Eligibility exceptions**

#### **Purpose Area #1 (Office of Community Oriented Policing Services [COPS Office] Public Safety and Community Policing)**

Under this purpose area only, applicants must have an established law enforcement agency that is operational as of February 26, 2019 (which is the closing date of this application) or receive services

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<sup>1</sup> A determination by the Secretary of the Interior is not required for tribes to which federal recognition was extended by virtue of Public Law 115-121, the Thomasina E. Jordan Indian Tribes of Virginia Federal Recognition Act of 2017.

through a new or existing contract for law enforcement services with the Bureau of Indian Affairs (BIA) or a state or local agency.

### Purpose Area #5 (Office on Violence Against Women [OVW] Tribal Governments Program)

A federally recognized tribe or an organization that is acting as the authorized designee of a federally recognized Indian tribe may apply. For eligibility requirements, see page 32.

**In addition, applicants that received three-year awards under the OVW Tribal Governments Program funding in FY 2017 or two- or three-year awards in FY 2018 are *not eligible* to apply for new funding or continuation funding with regard to the FY 2017 or FY 2018 awards.**

### Purpose Area #6 (Office for Victims of Crime [OVC] Children's Justice Act Partnerships for Indian Communities program)

A federally recognized tribe, tribal consortium, or an organization that is acting as the authorized designee of a federally recognized Indian tribe may apply. For eligibility requirements, see page 29

**In addition, under this purpose area, CTAS FY 2017 and FY 2018 CJA Program awardees are *not eligible* to apply for the CTAS FY 2019 Purpose Area #6 CJA program.**

### Purpose Area #7 (Office for Victims of Crime [OVC] Tribal Victim Services Program)

A federally recognized tribe, tribal consortium, or an organization that is acting as the authorized designee of a federally recognized Indian tribe may apply. For eligibility requirements, see page 34.

There are no limits on which federally recognized tribes (or consortia or authorized designees) can apply; however, recent grants received by the applicant MAY be a factor in FY19 funding decisions.

### Purpose Area #8 (Office of Juvenile Justice and Delinquency Programs [OJJDP] Juvenile Tribal Healing to Wellness Courts)

Federally recognized tribes that are seeking to develop new Juvenile Tribal Healing to Wellness Courts are eligible to apply. Current OJJDP-funded Juvenile Tribal Healing to Wellness Court grantees are ineligible.

## Purpose Area #9 (OJJDP Tribal Youth Program)

Any active Purpose Area #9 (OJJDP TYP) awardees with a period of performance end date **on or after June 30, 2020** at the time of application are *not eligible* to apply for funds under FY 2019 CTAS Purpose Area #9.

## Purpose Area #10 (BJA Addressing Violent Crime in Tribal Communities)

Applications for Purpose Area #10 projects, **must** include a signed letter of support from or memorandum of understanding (MOU) with the U.S. Attorney's Office in their district showing that the project will be coordinated with that office.

Purpose Area 10 applications **must** document that they are addressing precipitous increases in violent or other serious crime.

### Release date

November 27, 2018

### Deadline

Applicants must register in DOJ's online Grants Management System (GMS ) <https://grants.ojp.usdoj.gov/gmsexternal/> and submit all required application materials by the deadline of **9:00 p.m. ET on Tuesday, February 26, 2019**.

Late applications that do not follow required submission procedures will *not* be considered for funding.

**Note:** Applicants are encouraged to register and log in at least two weeks before the application deadline to ensure familiarity with all GMS requirements. Late applications that do not follow required submission procedures will *not* be considered for funding.

**Note:** Applicants are encouraged to register and log in at least two weeks before the application deadline to ensure familiarity with all GMS requirements. Applications submitted after **9:00 p.m. ET on February 26, 2019**, will *not* be considered for funding.

**It is strongly recommended that applicants submit their application well in advance of the application deadline to ensure all application steps are completed and all materials are submitted before the deadline.**

Refer to the CTAS Application resource guide for more information on how to register with GMS.

**Note:** If Internet access is not available to submit an application electronically to GMS, contact the Response Center at 800-421-6770 no later than Friday January 25, 2019, to request instructions on how to submit an application by alternative means.

**IMPORTANT NOTICE: Each tribe, tribal consortium, or tribal designee will be allowed only one application submission.** Please note that only the most recent version of an application submitted in GMS will be considered.

**If a tribe or tribal consortium submits more than one application, only the most recent application will be considered in the review process.**

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

## Contact Information

### Technical assistance for submitting an application

For technical assistance with submitting an application, contact the GMS Support Hotline at 888-549-9901, option 3, or via email at [GMSHelpDesk@usdoj.gov](mailto:GMSHelpDesk@usdoj.gov). The GMS Support Hotline hours of operation are Monday–Friday, 6:00 a.m. to 12:00 midnight ET, except during U.S. Federal Government holidays (see <https://www.opm.gov/policy-data-oversight/snow-dismissal-procedures/federal-holidays/>).

An applicant that experiences unforeseen GMS technical issues beyond its control that prevent it from submitting its application by the deadline must email GMS and the Response Center in order to request approval to submit its application after the deadline. For additional information on the required process for such requests, see “Experiencing Unforeseen GMS Technical Issues” under [How to Apply](#).

### Solicitation requirements programmatic and general assistance

For programmatic and general assistance with the solicitation requirements, contact the Response Center at 800-421-6770 or via email at [tribalgrants@usdoj.gov](mailto:tribalgrants@usdoj.gov). The Response Center’s hours of operation are Monday–Friday, 9:00 a.m. to 5:00 p.m. ET, except during U.S. Federal Government holidays (see <https://www.opm.gov/policy-data-oversight/snow-dismissal-procedures/federal-holidays/>).

Information regarding upcoming webinars and trainings is available at [www.justice.gov/tribal/training-and-technical-assistance](http://www.justice.gov/tribal/training-and-technical-assistance).

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# Coordinated Tribal Assistance Solicitation (CTAS)

## A. CTAS Description

### Overview

In 2009, based on a series of meetings across the country addressing violent crime in tribal communities, DOJ made the decision to decrease the number of applications tribes and tribal consortia were required to submit to receive grant funds. In 2010, DOJ launched its first Coordinated Tribal Assistance Solicitation (CTAS), which combined DOJ's existing Tribal Government-specific competitive solicitations into a single solicitation requiring only one application from each tribe or tribal consortium. This approach provides federally recognized tribes, tribal consortia, and tribal designees the opportunity to develop a comprehensive approach to public safety and victimization issues. **Note: CTAS is not a program but an overarching structure under which tribes can apply to ten separate grant programs, from five program offices, through a single application.**

Over the past ten years, through numerous meetings, tribal written comments, face-to-face tribal consultations, focus groups, and listening sessions, DOJ has continued to refine CTAS. In addition, DOJ has circulated an assessment tool to tribes each year to gather feedback about their experiences applying for CTAS.

DOJ incorporated feedback from the tribal meetings and consultations, as well as the assessment tool, to make the **following changes to the CTAS for FY 2019:**

- Purpose Area # 7 is now entitled the Tribal Victim Services Program (OVC). This may be funded through a tribal victim services set-aside, if enacted as part of an appropriations act or other statutory authority. BJA has added a new purpose area, Purpose Area #10 Addressing Violent Crime in Tribal Communities.
- The question-and-answer templates have been further coordinated and refined across purpose areas to ensure greater clarity and reduce duplication.
- The demographic form, as it relates to Purpose Area #1 (COPS Office), and its submission requirements have been updated. The demographic form applies only to applicants applying for Purpose Area #1 (COPS Office).
- The budget detail worksheet has been updated in order to be more user-friendly.
- The solicitation has been updated to be more streamlined and user-friendly, by reducing page limit requirements for both the Tribal Community and Justice Profile and the Purpose Area narratives; integrating the timeline into the Purpose Area narratives; and eliminating the Application Overview Document.

In FY 2018, 197 tribes (individually or as part of consortia) submitted CTAS applications, resulting in 225 DOJ awards for 125 tribes. The awards covered nine purpose areas and totaled more than \$113 million.

As in the previous nine fiscal years, this FY 2019 solicitation refers to DOJ's Tribal Government-specific competitive grant programs as purpose areas. Applicants may select the purpose area(s) that best address tribes' concerns related to public safety, criminal and juvenile justice, and the needs of victims or survivors of various crimes.

In response to a single tribal or tribal consortium application requesting funds from multiple purpose areas, multiple awards may be made. Purpose areas may be funded and administered by different DOJ program offices (see part C, Purpose Areas—Snapshot, on page 6, which identifies the DOJ program office that manages each purpose area). DOJ anticipates that awards will be managed by the awarding DOJ program office.

In addition to the CTAS coordinated approach for funding for FY 2019, federally recognized tribes and tribal consortia may be eligible for, and are encouraged to submit, separate applications to any non-Tribal Government-specific DOJ grant programs for which they may be eligible. For information on additional funding sources, go to <http://www.grants.gov> and the websites of individual federal agencies.

The DOJ components offering Tribal Government-specific grant resources through the ten purpose areas identified in this Coordinated Tribal Assistance Solicitation are listed below. For more information on each component, see [www.justice.gov/tribal/](http://www.justice.gov/tribal/).

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



## **B. Snapshot of Purpose Areas in the CTAS Application**

DOJ Tribal Government–specific competitive grant programs outlined in this solicitation are referred to as purpose areas. Applicants may apply for funding under the purpose area(s) that best addresses tribes’ concerns related to public safety, criminal and juvenile justice, and the needs of victims or survivors of domestic violence, child abuse, sexual assault, and other crimes. Below is a list of the purpose areas. For detailed information on each purpose area, see part F, Purpose Areas—Specific Information, beginning on page 8.

1. Public safety and community policing (COPS Office)
2. Comprehensive tribal justice systems strategic planning (BJA, COPS Office, OVW, OJJDP, OVC)
3. Tribal Justice Systems (BJA)
4. Tribal Justice System Infrastructure program (BJA)
5. Tribal Governments Program (OVW)
6. Children’s Justice Act Partnerships for Indian Communities (OVC)
7. Tribal Victim Services Program (OVC)
8. Juvenile Tribal Healing to Wellness Courts (OJJDP)
9. Tribal Youth Program (OJJDP)
10. Addressing Violent Crime in Tribal Communities (BJA)

## Table of statutory authorities listed by purpose area

For a table of statutory authorities applicable to each purpose area, please see the [CTAS Application Resource Guide](#).

## C. Frequently Asked Questions

For further information on this solicitation's requirements and supporting documents, see the frequently asked questions (FAQ) at <https://www.justice.gov/tribal/open-solicitations>. The FAQs will be updated as necessary. It is highly recommended that prospective applicants regularly visit [www.justice.gov/tribal/](http://www.justice.gov/tribal/) for updates.

## D. What an Application Should Include

This section describes what an application should include and its required elements. Applicants should anticipate that failure to submit an application containing all of the specified elements may negatively affect the review of the application, and should a decision be made to make an award it may result in the inclusion of special conditions that preclude the recipient from accessing or using award funds pending satisfaction of the conditions. For detailed information about these requirements see the [CTAS Application Resource Guide](#).

Fillable templates and all other documents needed to complete an application can be found at <https://grants.ojp.usdoj.gov/CTAS/>.

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

The application **should include** the following:

- a. **Tribal Community and Justice Profile\*\*** (30% of application score)

The Tribal Community and Justice Profile is designed to enable a tribe to describe its community strengths, resources, challenges, and needs. For detailed information about these requirements see the [CTAS Application Resource Guide](#).

- b. **Purpose Area Narrative(s)\*\*** (55% of application score)

Applicants must submit a **separate narrative for each purpose area** to which they are applying. Narratives will be reviewed and evaluated based on the responses to the specific

topics and questions included for that purpose area template. Detailed information about this requirements see the [CTAS Application Resource Guide](#).

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

DOJ has developed a Budget Detail Workbook that consolidates the Demographic Form, the Budget Detail Worksheet(s), and the Budget Narrative(s) into a single document. For detailed information about these requirements see the [CTAS Application Resource Guide](#).

- d. **Tribal Authority to Apply for Grants under CTAS**

For FY 2019 CTAS, applicants will be asked to submit documentation reflective of their legal authority to apply for funds under CTAS on behalf of their tribes. For detailed information about tribal authorizing documentation see the [CTAS Application Resource Guide](#).

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

Applicants are required to disclose whether they are currently designated as high risk by any federal grant-making agency in order to allow for appropriate federal oversight of any CTAS award. For detailed information about this application element see the [CTAS Application Resource Guide](#).

- f. **Applicant Disclosure of Pending Applications and Active Awards**

Applicants are required to disclose whether they have pending applications for federally funded grants or subgrants (including cooperative agreements) or active awards that include requests for funding to support the same project being proposed under this solicitation and will cover the identical cost items outlined in the budget narrative and worksheet in the application under this solicitation. For detailed information about this application element see the [CTAS Application Resource Guide](#).

- g. **Disclosure of Lobbying Activities**

All applicants must disclose the existence or nonexistence of lobbying activities by completing and submitting Form SF-LL with the FY 2019 CTAS application. For detailed information about this application element see the [CTAS Application Resource Guide](#).

- h. **Indirect Cost Rate Agreement (if applicable)**

Funding requests for indirect costs are only allowable if the applicant has a current federally approved indirect cost rate or if the applicant is eligible and elects to charge the *de minimis* indirect cost rate. For detailed information about these requirements see the [CTAS Application Resource Guide](#).

i. **Financial Management and System of Internal Controls**

In accordance with 2 CFR §200.205, federal agencies must have in place a framework for evaluating the risks posed by applicants before they receive a Federal award. For additional detailed information about these requirements see the [CTAS Application Resource Guide](#).

j. **Other attachments**

For detailed information about other attachments see the [CTAS Application Resource Guide](#).

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 CTAS funds may be referred to the Office of the Inspector General (OIG). The OIG may be contacted at [oig.hotline@usdoj.gov](mailto:oig.hotline@usdoj.gov), [www.justice.gov/oig/hotline/](http://www.justice.gov/oig/hotline/), or 800-869-4499.

## E. Using Templates and Formatting Your Application

### Templates

The templates are provided to assist applicants in preparing their applications. Although not required, the use of the templates is highly recommended as they help the applicant address the topics relevant to each purpose area. If the applicant chooses to work outside the provided templates, the applicant should address all the topics and questions from each purpose area template for which it is requesting funds. The applicant should provide the topic or question number along with the proposed answer in its application so that the application can be effectively reviewed.

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

### Formatting

Applicants should double space and use a 12-point font size regardless of whether they use the templates provided or work outside the templates.

## F. Purpose Area—Specific Information

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

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<sup>2</sup> See [CTAS Application Resource Guide](#) for a table of statutory authorities applicable to each purpose area.

## List of purpose areas:

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

### Goals and objectives

- To proactively address the most serious tribal law enforcement needs
- To increase the capacity of tribal law enforcement agencies for safer communities and to enhance tribal law enforcement's capacity to prevent, solve, and control crime, engage in anti-methamphetamine activities, engage in anti-opioid activities, and address human trafficking
- To implement or enhance community policing strategies
- To engage in strategic planning for law enforcement

Applicants may apply for funding to include the following:

**Strategic planning:** Strategic planning activities related to community policing

### Hiring:

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

Approved entry-level salaries and fringe benefits of newly hired or rehired<sup>3</sup> full-time sworn career law enforcement officers, including village public safety officers, and background investigations for newly hired officer positions. Civilian Positions may be requested specifically to address methamphetamine and or opioid issues within the tribe. Rehired officers includes those who have already been laid off by your jurisdiction (at the time of application) as a result of state, local, or BIA budget reductions; and/or rehire officers who are (at the time of application) currently scheduled to be laid off by your jurisdiction on a specific future date as a result of state, local, or BIA budget reductions.

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

The Purpose Area #1 budget worksheet will assist your law enforcement agency in reporting your agency's current entry-level salary and benefits and identifying the total salary and benefits request per officer position for the length of the grant term. List the current entry-level base salary and fringe benefits rounded to the nearest whole dollar for one full-time sworn officer position within your agency. When determining the fringe benefit costs in section B, do not include the employee contributions. List only the portion of each fringe benefit that will be contributed by the agency. The Personnel section will consist of the gross salary of the entry-level officer (or Meth/Opioid Coordinator), plus the agency portion of fringe benefit contributions.

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<sup>3</sup> Officers who have been laid off as a result of tribal or local budget reductions.

**Special note regarding sworn officer fringe benefits:** For agencies that do not include fringe benefits as part of the base salary costs and typically calculate these separately, the allowable fringe benefits may be included in Section B of the Budget Detail Worksheet. Any fringe benefits that are already included as part of the agency's base salary (within Section A of the Budget Detail Worksheet) should not be listed as a duplicative requested line item (within Section B of the Budget Detail Worksheet).

For more information about allowable and unallowable fringe benefits for sworn officer positions requested, refer to <https://www.justice.gov/tribal/open-solicitations>.

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

**Equipment:** Law enforcement equipment such as uniforms; bulletproof vests; basic-issue equipment; and police vehicles such as police cars, SUVs, ATVs, and boats (as needed for law enforcement purposes to include anti-methamphetamine/opioid activities); technology such as computer hardware and software, mobile data terminals, narrow-band radio upgrades, and dispatch and communication systems.

Applicants that do not already have an information-gathering system compatible with the Federal Bureau of Investigation (FBI) Uniform Crime Reporting (UCR) System are encouraged to apply for funds to pay for National Incident-Based Reporting System (NIBRS)/UCR-compliant crime data systems. Applicants can also request hardware and software required to access national criminal justice related databases (e.g., National Crime Information Center).

**Training:** Law enforcement training such as basic and comprehensive or specialized police training at a state academy or the Indian Police Academy in Artesia, New Mexico, as well as community policing, computer, and crime reporting (e.g., NIBRS) training, to include anti-methamphetamine, anti-opioid and human trafficking training.

**Travel:** Airfare, lodging, and mileage reimbursement for meeting or training costs related to purpose area activities, including costs associated with any DOJ-required training. Applicants must budget travel costs for attendance by two staff members at the DOJ CTAS orientation meeting (for budgeting purposes, please use Washington, D.C., as the location for this meeting). See the GSA web site for determining allowable *per diem* travel costs: <https://www.gsa.gov/travel/plan-book/per-diem-rates/per-diem-rates-lookup>.

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

- Sworn force of fewer than 10: No more than \$25,000
- Sworn force of 10 to fewer than 20: No more than \$50,000
- Sworn force of 20+: No more than \$75,000

The COPS Office has provided a more detailed (not exhaustive) list of allowable and unallowable costs, which can be found at [www.justice.gov/tribal/](http://www.justice.gov/tribal/).

The COPS Office will continue to impose caps on FY2019 awards based on the number of sworn officers as follows:

- Sworn force of fewer than 10: No more than \$300,000
- Sworn force of 10 to fewer than 20: No more than \$500,000
- Sworn force of 20+: No more than \$800,000

### **Specific requirements**

☐ **Eligibility:** Applicants must have an established law enforcement agency that is operational as of **February 26, 2019**, which is the close of this solicitation, or receive services through a new or existing contract for law enforcement service with the Bureau of Indian Affairs (BIA) or a state or local agency.

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

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

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

### **Goals and objectives**

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

Note: While other purpose areas may focus on a particular area within public safety and justice, the purpose of PA #2 is to initiate a broad assessment of a tribe's current justice system and to then produce a comprehensive justice system-wide strategic plan to further develop and enhance that justice system. Tribes that are interested in strategic planning related to a particular component of their justice system are encouraged to apply for funding under the purpose area that most closely relates to that aspect of their system.

**Applicants may apply for funding to include the following:**

**Strategic planning:** Develop a justice system-wide strategic plan that identifies the priority needs facing the applicant's justice system and outline a detailed, strength-based, victim-centered strategy that includes: law enforcement; courts; community corrections; alternatives to incarceration; collaborative strategies to address serious and violent crime; strategies to address crime related to substance and alcohol abuse, including opioids; tribal jails programming; crime victims' rights and services for all victims of crime, including services to promote safety for victims of child abuse, domestic violence, dating violence, sexual assault, and stalking; programming to serve juvenile justice needs from prevention through re-entry; and community resources to support alternatives to incarceration and re-entry into the community from incarceration.

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

**Enhanced capacity to collect and analyze data:** Build ongoing capacity to better understand and define priority crime and tribal safety issues through access to good data related to the nature and extent of the crime issues and other tribal data that help assess risk and distress in tribal nations. The planning process should build capacity to review data to support the successful implementation of the strategic plan and to assess outcomes.

**Personnel:** It is recommended to engage a full- or part-time (approximately 75 percent FTE) project manager to facilitate the planning process and work with the DOJ CTAS PA#2-identified technical assistance provider to coordinate daily activities. This position can be funded through the mechanism that best suits the tribe—as a staff member or on a contract basis. In addition, funds may be used to hire staff or contractors to support the data collection and analysis, including research partners.

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

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



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

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

To build your Purpose Area #2 narrative, use the provided template located in GMS. Find the Purpose Area #2 narrative template at <https://grants.ojp.usdoj.gov/CTAS/docs/Purpose Area 2 Narrative.docx>.

**You will need your GMS password to access this fillable document.** Sample templates are available at [www.justice.gov/tribal/open-sol.html](http://www.justice.gov/tribal/open-sol.html) for review without a password.

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

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

#### Goals and objectives

The overall goal of Purpose Area #3 is to provide funding to tribes to develop, support, and enhance adult tribal justice systems and prevent crime, including crime related to opioid, alcohol, and other substance abuse. Key partners can include law enforcement; pretrial services; risk and needs assessment experts; diversion, prevention and treatment providers; juvenile justice; tribal prosecutors; tribal court services and defense counsel; detention facilities; community corrections; re-entry coordinators; community planners and facility managers; and traditional leaders. PA #3 projects that incorporate a research component will receive special consideration.

If the proposed project is focused entirely on violent crime, please consider applying under Purpose Area #10.

The objectives support the critical and priority needs of tribal justice systems to prevent crime and ensure tribal safety through the development, implementation, and enhancement of strategies, including the following:

- To engage in targeted strategic planning to improve tribal justice and community safety as it relates to enhancing tribal system responses and improving community safety, including crime associated with substance and alcohol abuse, including opioids; review of key data; partnerships with researchers; and building the capacity for crime analysis.

- To enhance the tools and resources for tribal law enforcement prosecutors, courts, and corrections agencies, including tribal probation and tribal jails, to effectively respond to crime and related tribal safety.
- To implement the enhanced authorities and provisions under TLOA and the Violence Against Women Reauthorization Act of 2013 and to support the development of joint jurisdiction courts with state and local courts.
- To prevent future crime by addressing the risks and needs of young adults (ages 18–25) who are involved with or at risk of involvement with the justice system, including juveniles at high risk for involvement with serious and violent crime.
- To ensure safety through coordinated support for the re-entry of returning tribal members from federal or state prison.
- To develop, enhance, and continue programs to improve the safety and effectiveness of tribal law enforcement officers such as planning for and developing a tribe's own law enforcement agency, law enforcement support as part of a larger strategy in PA #3, or addressing court security issues such as adding an officer at the courthouse to improve court security.
- To enhance the use of forensic evidence related to crime in tribal communities to improve outcomes, including training, coordinated efforts to collect and process evidence, and securing evidence and crime scene responses, especially in rural areas where law enforcement response may be delayed.
- To develop, implement, and enhance substance abuse and crime prevention, interventions, and alternatives to incarceration to address crime related to the opioid epidemic. This can include opioid, alcohol, and other substance abuse and related crime prevention; healing to wellness courts; intervention; or treatment, including services that prevent and address the needs of drug-endangered children.

Applicants are encouraged to be strategic in requesting funding that can focus on a limited number of key areas that will have the greatest impact, rather than seeking to expand new areas of focus or services.

**Applicants may apply for funding to include the following:**

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

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

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

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

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

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

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

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

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

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

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

**Training:** Budget for registration fees and lodging costs associated with training events related to purpose area activities, and reimburse costs associated with obtaining expert knowledge to assist with the development or enhancement of the program such as culturally appropriate training, technical assistance, treatment, and information technology.

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

To build your Purpose Area #3 narrative, use the provided template located in GMS. Find the Purpose Area #3 narrative template at <https://grants.ojp.usdoj.gov/CTAS/docs/Purpose Area 3 Narrative.docx>.

**You will need your GMS password to access this fillable document.** Sample templates are available at [www.justice.gov/tribal/open-sol.html](http://www.justice.gov/tribal/open-sol.html) for review without a password.

#### 4. Tribal Justice System Infrastructure program - TJSIP (BJA), CFDA #16.596

##### Goals and objectives

- To renovate, expand, or replace (via prefabricated or permanent modular facilities only) existing buildings to enhance conditions that address staff/resident/detainee/inmate safety and security issues for the following tribal justice-related facility types: single jurisdiction or regional tribal correctional facilities, correctional alternative or treatment facilities, multipurpose justice centers (including police departments, courts, and/or corrections), and transitional living facilities (halfway houses).
- To renovate, expand, or replace (via prefabricated or permanent modular facilities only) existing tribal justice-related facilities to add capacity for rehabilitative services, enhance facility service/function capacity, implement correctional alternative programs, or establish community-based programs to reduce the recidivism rates for offenders who are subject to tribal jurisdiction.
- To complement efforts to implement enhanced authorities and provisions under TLOA and the Violence Against Women Reauthorization Act of 2013 by enhancing justice system infrastructure.

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

**Applicants may apply for funding to include the following:**

**Renovation or expansion:** Renovate or expand an existing facility to provide new or continued services such as a correctional or detention facility, including adult and juvenile incarcerated populations, multipurpose justice centers (including police departments, courts, and/or corrections), and alternatives to incarceration. Renovate correctional facilities that are no longer considered safe and secure to serve as holding facilities or multipurpose justice centers and regional detention centers on Indian land for incarceration of offenders subject to tribal jurisdiction. Renovate or expand an existing facility to provide community-based correctional alternative services or to serve as a transitional living facility (halfway house).

**Prefabricated or permanent modular buildings:** Build prefabricated or permanent modular facilities where there are no existing permanent structures available or sufficient to address justice system infrastructure needs. The types of justice facilities eligible under this category include single jurisdiction or regional tribal correctional facilities, correctional alternative or treatment facilities, multipurpose justice centers (including police departments, courts, and/or corrections), and transitional living facilities (halfway houses) associated with the incarceration and rehabilitation of juvenile or adult offenders. Applicants pursuing these options should explore energy-efficient solutions for heating, cooling, lighting, and other utility needs. Please note that temporary modular facilities are not allowable under Purpose Area #4. Temporary modular facilities are for short-term needs (e.g., natural disaster relief) and are not recommended for permanent applications.

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

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

**Specific requirements**

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

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

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

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

☐ **Purpose Area #4 Narrative (Planning Process):** Applicants must demonstrate that they have completed a planning process that supports the need for renovation or expansion funding under TJSIP. Applicants must certify the extent of planning completed and present all relevant documents related to the completed planning activities with their application. Applicants that have completed a formal or structured justice system planning process, such as the BJA Planning Alternatives and Correctional Institutions for Indian Country or the National Institute of Corrections Planning of New Institutions process, should attach documentation such as a master plan or needs assessment to receive priority consideration for funding under the TJSIP purpose area. If applicants are seeking to renovate, expand or replace, they should describe the development of a plan that explores building options to ensure a cost-effective design and provide the status of any requests to other agencies regarding the staffing, maintenance, and operation of the facilities being planned or renovated.

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

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

☐ **Grant Project Period:** Program planning should include a determination of the period of performance, not to exceed 36 months, necessary to complete the renovation, expansion, or replacement project without a no-cost grant extension.

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

## 5. Office on Violence Against Women (OVW)

Tribal Governments Program (TGP), CFDA #16.587

**Note: OVW encourages tribes to apply for Tribal Governments Program funding to improve the criminal justice system response to violence against women, including supporting law enforcement, prosecution, courts, and multi-disciplinary teams. Although tribes may continue to apply for Tribal Governments Program funding for victim services, funding is also available under Purpose Area #7, OVC's Comprehensive Tribal Victim Assistance Program, for projects focused on improving services for victims.**

### Goals and objectives

- To develop and enhance effective governmental strategies to curtail violent crimes against and increase the safety of Indian women consistent with tribal law and custom.
- To increase tribal capacity to respond to domestic violence, dating violence, sexual assault, sex trafficking, and stalking crimes against Indian women.

**Note: "Stalking" includes cyber-stalking for the purposes of the OVW Tribal Governments Program throughout the solicitation.**

- To strengthen the tribal justice interventions, including tribal law enforcement, prosecution, courts, probation, correctional facilities.

- To enhance services to Indian women victimized by domestic violence, dating violence, sexual assault, sex trafficking, and stalking.
- To work in cooperation with the community to develop education and prevention strategies directed toward issues of domestic violence, dating violence, sexual assault, sex trafficking, and stalking.
- To provide programs for supervised visitation and safe visitation exchange of children in situations involving domestic violence, sexual assault, or stalking committed by one parent against the other with appropriate security measures, policies, and procedures to protect the safety of victims and their children.
- To provide transitional housing for victims of domestic violence, dating violence, sexual assault, sex trafficking, or stalking, including rental or utilities payment assistance and assistance with related expenses such as security deposits and other costs incidental to relocation to transitional housing, and support services to enable a victim of domestic violence, dating violence, sexual assault, sex trafficking, or stalking to locate and secure permanent housing and integrate into a community.
- To provide legal assistance necessary to provide effective aid to victims of domestic violence, dating violence, sexual assault, sex trafficking, and stalking who are seeking relief in legal matters arising as a consequence of that abuse or violence, at minimal or no cost to the victims.
- To provide services to address the needs of youth who are victims of domestic violence, dating violence, sexual assault, sex trafficking, or stalking and the needs of youth and children exposed to domestic violence, dating violence, sexual assault, or stalking, including support for the non-abusing parent or caretaker of the youth or child.
- To develop and promote legislation and policies that enhance best practices for responding to crimes against Indian women, including the crimes of domestic violence, dating violence, sexual assault, stalking, and sex trafficking.

### **OVW Priority Areas**

In FY 2019, OVW is interested in supporting the priority area(s) identified below. Applications proposing activities in the following areas will be given priority in funding decisions.

- Reduce violent crime against women and promote victim safety.  
Applications proposing to use grant funds to hire and train a .5 FTE or more law enforcement position, including village public safety officers, will receive priority in funding decisions. Applicants may request funding for a career law enforcement officer who is authorized by law to engage in or oversee the prevention, detection, or investigation of violations of criminal laws. In addition, applications proposing to use grant funds to establish a Domestic Violence Court or a Domestic Violence Docket will also receive priority in funding decisions. Applicants may request funding to plan, implement, and operate a Tribal Domestic Violence Court/Docket with domestic violence-trained court personnel, including a domestic violence court/docket coordinator, and dedicated judges, prosecutors, or pre/post-conviction monitoring staff.



- Include substance abuse professionals in a coordinated community response to VAWA crimes and increase victim access to substance abuse services.

Applications proposing to include substance abuse professionals as partners in the proposed project in order to meet the needs of victims with substance abuse issues will receive priority in funding decisions. **Note:** Grant funds may be used to provide counseling and referrals related to substance abuse issues but not to provide substance abuse treatment services.

### **Applicants may apply for funding to include the following**

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

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

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

**Children and youth services:** Prevention strategies, including bystander intervention, peer-to-peer education, parent/guardian education, and training men to be mentors and role models; and intervention strategies, including advocacy, counseling services, home visitation, mental health services, educational support, and transportation. For more information, visit [www.justice.gov/tribal/open-solicitations](http://www.justice.gov/tribal/open-solicitations) for a resource document on projects addressing youth.

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

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

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

**Equipment and supplies:** The organization's own capitalization policy for classification of equipment should be used. Expendable items should be included in the Supplies category. Non-expendable items should be included in the Equipment category. Rented or leased equipment costs should be listed in the Contractual category. In all cases, applicants must clearly demonstrate how the requested equipment, supplies, and contracts will support the goals and objectives of the project. Applicants should analyze the cost of purchasing versus leasing equipment, especially high-cost items and those subject to rapid technical advances.

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

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

### Specific requirements

☐ **Confidentiality:** In accordance with 34 U.S.C. § 12291(b)(2), recipients of OVW funding and their subgrantees must protect the confidentiality and privacy of persons receiving OVW-funded services to support victims' safety. Funded applicants will be required to document their compliance with this provision. All applicants are required to acknowledge that they have received notice that grantees and subgrantees must comply with the confidentiality and privacy requirements of the Violence Against Women Act as amended. The acknowledgement form is available on the OVW website at [https://www.justice.gov/sites/default/files/ovw/pages/attachments/2015/01/20/confidentiality\\_acknowledgement\\_form\\_42015.pdf](https://www.justice.gov/sites/default/files/ovw/pages/attachments/2015/01/20/confidentiality_acknowledgement_form_42015.pdf) and must be signed by the authorized representative and uploaded with the application in GMS. Frequently asked questions about the confidentiality requirement are available at <https://www.justice.gov/ovw/page/file/1006896/download>

☐ **Eligibility: Exception for OVW Tribal Governments Program (Purpose Area #5):** A federally recognized tribe *or* an organization that is acting as the **authorized designee** of a federally recognized Indian tribe may apply. If the applicant is a **tribal designee** under the OVW Tribal Governments Program, the applicant must include a tribal resolution or equivalent legal authorization from the tribe as part of the application. This resolution or equivalent legal authorization must:

- Demonstrate eligibility to apply for the program for both the federally-recognized tribe and the tribal designee partner;

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

**In addition, applicants that received three-year awards under the OVW Tribal Governments Program funding in FY 2017 or two- or three-year awards in FY 2018 are not eligible to apply for a new project or for continuation funding with regard to the FY 2017 or FY 2018 awards. This eligibility requirement also extends to entities authorized to apply on behalf of the tribe(s). In addition, if a tribe has an award from FY 2017 or FY 2018, it may not apply through a designee in FY 2019.**

Applicants with OVW Tribal Governments Program awards from FY 2016 or earlier generally are eligible to apply for funding in FY 2019. However, if the applicant has 50% or more of funds remaining in the FY 2016 or earlier award as of March 31, 2019, it is not eligible for FY 2019 funding in this program.

**New applicants:** Applicants that have never before received funding from OVW or whose last award from OVW closed on or before September 30, 2018 are eligible to request up to \$450,000.

**Current grantees:** Applicants that have at least one active, current award from OVW are considered current grantees. The award cap for current grantees is \$900,000. Applicants should consider the level of effort necessary to complete the proposed project and the amount of funds that were expended during the current 36-month budget cycle—not solely the amount that was previously awarded—in deciding how much to request in FY 2019. Current grantees are encouraged to propose projects, incorporating new project areas and activities, that expand upon the currently funded program in an effort to continue building a comprehensive community response to sexual assault, domestic violence, dating violence, stalking, and sex trafficking.

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

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

1. Demonstrate substantial partnerships with as many as possible of the following:

- a. A school or school district;
  - b. A domestic violence or sexual assault service provider, if the applicant is itself not such a service provider;
  - c. A children- and youth-focused program, such as Head Start or an after-school, community-based program, if the applicant is itself not such a program; and
  - d. A culturally-specific service provider or an organization that works with the identified target population(s) for the proposed project, if the applicant is itself not such a provider or organization;
2. Ensure one or more of the project partners has a history of conducting prevention education, intervention strategies, or community awareness activities related to sexual assault, domestic violence, dating violence and stalking;
  3. Ensure one or more of the project partners has the expertise and history to provide trauma-informed victim services, including victim advocacy, crisis counseling, or mental health services, for the proposed age range (children/youth/young adults);
  4. Provide victim services, such as crisis counseling and referrals, through their own programming or through an appropriate project partner for all project activities that specifically engage youth and/or parents, care providers, or legal guardians.

For more information, visit [www.justice.gov/tribal/open-solicitations](http://www.justice.gov/tribal/open-solicitations) for a resource document on projects addressing youth.

☐ **Victim safety and offender accountability:** Applications for this purpose area will be reviewed and evaluated on the extent to which the applicant proposes sound strategies to enhance victim safety and offender accountability at <https://www.justice.gov/ovw/resources-applicants>.

OVW does not fund activities that jeopardize victim safety, deter or prevent physical or emotional healing for victims, or allow offenders to escape responsibility for their actions. Information on activities that compromise victim safety and recovery and undermine offender accountability may be found in the OVW Solicitation Companion Guide at <https://www.justice.gov/ovw/resources-applicants>.

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

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

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

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

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

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

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

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

For more information about this purpose area, see the OVW Grants to Indian Tribal Governments Program Guidebook at [www.justice.gov/tribal/open-solicitations](http://www.justice.gov/tribal/open-solicitations).

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

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

**NOTE: Due to the limited amount of funding available under this purpose area, applications focused on the criminal investigation and prosecution of child abuse and neglect, especially cases of child sexual abuse, will receive priority.<sup>4</sup>**

### Goal

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

### Objectives

- To improve investigative, prosecutorial, and judicial practices so that trauma is reduced for victims of child abuse and neglect. Such improvements might include allowing an advocate to accompany the child victim to court to provide emotional support; creating or enhancing programs aimed at providing forensic interviewing of child victims; preparing child victims to participate in the judicial process by using developmentally-appropriate language and resources; facilitating victim impact statements; using innovative legal practices to mitigate the trauma for child victims testifying in the physical presence of the accused; and ensuring that child victims and their family members receive access to victim assistance, medical, mental health, and social services from the initial report through the judicial process and recovery. **Please note:** For purposes of the CJA program, “family members” refers to (1) members of the abused or neglected child’s family or individuals acting as the child’s legal guardian or caregiver; (2) who are providing care and support to the child; and (3) who are NOT the accused, or actual perpetrators of the abuse/victimization for which the child is receiving services.
- Adopt a trauma-informed, multidisciplinary approach to the investigation, prosecution, and management of cases of child abuse and neglect by providing training to tribal, state, and federal professionals responsible for responding to and intervening in cases of child abuse and neglect in the applicant tribal community. Project activities should focus on improving coordination of efforts through information sharing and developing and implementing written response protocols for child abuse and neglect cases that are designed to minimize trauma for child victims and their family members.

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

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

### Required deliverables

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

- A **community needs assessment** to identify gaps and other issues in the community's current response to incidents of child abuse and neglect;
- A **privacy certificate** describing how the grantee will protect the privacy of the individuals who participate in the grantee's community needs assessment activities and the confidentiality of the data that is collected as the result of assessment activities;
- A **strategic plan** that establishes long-term priorities, directs resources towards achieving specific goals, and strengthens the grantee's programming for victims of child abuse and neglect; and
- A **logic model** to aid in evaluating the effectiveness of program planning activities as the grantee works to implement its strategic plan.

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

### Performance Measurement

In addition to the required deliverables described above, award recipients under this Purpose Area will be required to submit performance measurement data.

- Applicants should review the applicable performance measures at <https://www.ovc.gov/grants/pdf/txt/TVS-questionnaire.pdf>. Award recipients under this solicitation will be required to complete the following sections, including any relevant shared measures. (Training will be provided on the use of this tool.)
  - VI. Strategic Planning
  - VII. Victim Services

## **Applicants may apply for funding to include the following**

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

**Coordination/outreach/awareness:** Funding may support multidisciplinary team meetings; the development and distribution of written response protocols, policies and standard operating procedure manuals that promote trauma-informed approaches to the delivery of services to victims of child abuse and neglect and their family members; development of tribal codes and development/improvement of policies and procedures related to serving victims related to defining and expanding victims' rights and crimes against children; community forums, public service announcements (PSAs), posters, brochures, fact sheets, etc., designed to increase the public's awareness and understanding of child abuse and neglect and the availability of grant-funded services.

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

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

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

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



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

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

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

### **Specific requirements**

☐ **Eligibility:** (1) For Purpose Area #6 Children’s Justice Act Partnerships for Indian Communities, federally recognized Indian tribes, as determined by the Secretary of the Interior<sup>5</sup>, including Alaska Native villages and tribal consortia consisting of two or more federally recognized Indian tribes, may apply. “Indian tribe” means any Indian tribe, band, nation, or other organized group or community (including any Alaska Native village or regional or village corporation as defined in or established pursuant to the Alaska Native Claims Settlement Act (85 Stat. 688), 43 USC §§ 1601 et seq.) which is recognized as eligible for the special programs and services provided by the United States to Indians because of their status as Indians. Additionally, an organization that is acting as the authorized designee of a federally recognized Indian tribe may apply.

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

In addition, under this purpose area, FY 2017 and FY 2018 Purpose Area #6 CJA Program awardees are *not eligible* to apply for the FY 2019 Purpose Area #6 CJA program.

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

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

☐ **Travel budget requirement:**

- ☐ **CTAS Grantee Orientation:** All grantees must send two appropriate staff to participate in the mandatory CTAS new grantee orientation.
- ☐ **OVC Mandatory Training:** All grantees must send two appropriate staff to participate in a regional training.
- ☐ **National Indian Nations Conference:** All grantees must send two appropriate staff to participate.

Please use Washington, D.C., as the destination when calculating the estimated costs for required travel. The actual location will be determined at a future date. Please include the cost of round trip airfare, lodging, and *per diem* in your travel calculations. See the GSA web site for information on the FY 2019 Federal *per diem* rates that should be used in calculating lodging and *per diem* costs: [www.gsa.gov/portal/category/21287](http://www.gsa.gov/portal/category/21287).

### **Training and Technical Assistance Activities**

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

### **Award Information**

OVC expects to make any award under this PA in the form of a grant. See Administrative, National Policy, and Other Legal Requirements section of the [CTAS Application Resource Guide](#) for a brief discussion of important statutes, regulations, and award conditions that apply to many (or in some cases, all) OJP grants. OVC expects to make up to six awards of up to \$450,000 each. Each award is for a 36-month period of performance, to begin on October 1, 2019 and end on September 30, 2022. **The funds for this program are authorized by the Victims of Crime Act (VOCA) of 1984. VOCA states that the funds are available for award recipients to use during the Federal Fiscal Year that the award was made, plus three additional Federal Fiscal Years (e.g., VOCA funds awarded in Fiscal Year 2019 are available for use through the end of Fiscal Year 2022). Therefore, OVC will not approve any project extensions for this award.**

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

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

In recent years, DOJ has conducted numerous tribal consultations and listening sessions to learn more about the needs and resources associated with supporting AI/AN crime victims. As a result of these sessions, OVC has used available funding to improve programs to assist crime victims, develop resources and publications, and support training and technical assistance efforts.<sup>6</sup> FY 2019 may be the second fiscal year that the appropriations act provides for funds from the CVF to be used to support a tribal set-aside program for Indian tribes to improve services to AI/AN crime victims.

The overall goal of this program is to provide support to Indian tribes to improve services for victims of crime. Under this program, OVC is soliciting applications for funding to support a range of activities including needs assessment, strategic planning, program development and implementation, program expansion, and other activities to address the victim service needs of tribes.

### Objectives

- Work collaboratively with the community and key stakeholders (tribal, local, state, federal) to achieve a coordinated, collaborative, multidisciplinary, victim-centered response to crime that emphasizes adopting a trauma-informed approach to the delivery of crime victim services.
- Identify the critical needs of crime victims of all ages and develop programs to fill in the gaps in the existing community response to crime victims through the development and implementation of written trauma-informed response protocols, draft tribal codes and development/improvement of policies and procedures related to serving victims to define or expand crime victims' rights and crimes against persons, and increase access to services of populations within the community who do not traditionally access victim services. Provide comprehensive, culturally-competent direct services to victims of crime and their families.

### Allowable Victim Service Activities

Funding under this purpose area may be used for a wide range of programs, activities, equipment, and supplies to develop, enhance, sustain, or procure victim services. These allowable activities and costs include, but are not limited to:

- Needs assessment – assessing the victim service needs of the community to inform the planning, development, implementation, and expansion of victim service programs;
- Strategic planning – developing a strategic plan that will guide the development, implementation, and expansion of victim service programs;
- Program development – developing victim services programs based on the documented victim assistance needs of the community;
- Program implementation – implementing victim service programs based on the documented victim assistance needs of the community;
- Program expansion – including:

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<sup>6</sup> For more information, visit <https://ovc.ncjrs.gov/topic.aspx?topicid=61>

- expanding *types of services* provided to victims (such as crisis intervention, allowable legal support, forensic medical services, court-based advocacy, law enforcement- or prosecution-based victim services, bilingual/multilingual advocacy, healing/cultural practices, mental health services, victim advocacy, forensic interviewing of children, transportation services for victims of crime, etc.);
- expanding *populations served* (such as children, older adults, individuals with disabilities, male victims, adults who were victimized as children/adolescents); and/or
- expanding the *types of crime* addressed (such as human trafficking; victimization as a result of opioid/drug-related crisis; financial crimes; child abuse and neglect, including physical and sexual abuse and exploitation; sexual and physical assault; homicide; cyber-crimes; etc.).

**A comprehensive list of allowable and unallowable programs/activities and tangible can be found at <https://www.ovc.gov/pdf/FY19-CTAS-PA7-Examples-of-Allowable-and-Unallowable-Costs-508.pdf>.**

*Note: Certain costs and activities are unallowable.* Proposals must supplement existing victim services (if any), and may not include costs that supplant (or replace) existing funding for victim services. Applicants cannot request funding for the same cost items that were funded with FY 2018 CTAS funding or funding under the OVC FY 2018 Tribal Victim Services Set Aside Program. Also, funding must be used to improve victim services and may not be used for activities that are not victim services (for example, this funding cannot be directed to activities that are centered on crime prevention, investigation, prosecution, or corrections).

### **Deliverables and Required Reporting**

Deliverables will vary depending on the victim service activities proposed for funding, but all recipients must provide the following, as applicable, as the project progresses:

- Needs Assessment and Strategic Planning: Recipients using these funds to conduct needs assessment or strategic planning activities must submit each document for review and approval from OVC.
  - Privacy certificate: Required for any applicant proposing to conduct a needs assessment that involves collecting information from human subjects. A privacy certificate must be submitted to OVC before conducting any needs assessment activities.
- Required quarterly performance measures data collection: Award recipients will be required to provide the relevant data by submitting quarterly performance data through the Transforming Victim Services module in OVC's online Performance Measurement Tool (PMT) located at <https://ovcpmt.ojp.gov/>. Applicants should review the applicable performance measures at <https://www.ovc.gov/grants/pdf/TVS-questionnaire.pdf>. Award recipients under this solicitation will be required to complete the following sections, including any relevant shared measures. (Training will be provided on the use of this tool.)
  - VI. Strategic Planning
  - VII. Victim Services

**Applicants may apply for funding to include the following:**

**Personnel:** Funding may support the salary and fringe benefits of personnel who provide, or support, or oversee staff that provide direct victim assistance to victims of crime, such as advocates, case managers, and on-staff counselors to provide direct services to victims such as individual counseling or support groups. All personnel must be clearly linked to allowable victim assistance program activities, justified in the Purpose Area Narrative and Tribal Narrative Profile, itemized under the appropriate budget category, and fully described in the Budget Narrative. *Funding **may not** support prosecutors, investigators, or prevention efforts.*

**Coordination/outreach/awareness:** Funding may support multidisciplinary team meetings; the development and distribution of written response protocols, policies and standard operating procedure manuals that promote trauma-informed approaches to the delivery of victim services; development of tribal codes administrative procedure revisions related to defining and expanding victims' rights and relevant criminal codes; and community forums, PSAs, posters, brochures, fact sheets, etc. designed to increase the public's awareness and understanding of the victim services available.

**Cultural and traditional practices:** Applicants are encouraged to incorporate cultural and traditional practices in proposed activities (e.g., smudging, sweat lodges, talking circles, healing ceremonies) for victims and survivors.

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

**Expanding populations served:** Funding can be used to provide victim assistance to a wide range of crime victims, including services for victims of elder abuse, child abuse, homicide, gang violence, youth violence, human trafficking, sexual assault, domestic violence, battery and assault, identity theft, hate crimes, driving under the influence of alcohol or other drugs, or victims of the opioid/drug crisis.

**Funding *may not* support investigation and prosecution services or prevention efforts.**

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

**Training:** Funding can be used to support training specific to victim assistance topics, victim-related topics, training and technical assistance conferences, seminars, classes, and other program staff professional development resources, (e.g., training for SANEs, forensic interviewing, or other specialized topics not available through the TTA provider).

Upon award, the OVC AI/AN TTA provider(s) will provide training on specific victim assistance topics at no cost; therefore, awardees must ensure that their training needs cannot be met by the OVC AI/AN TTA provider, and obtain approval through OVC before seeking training from other sources.

**Equipment and supplies:** Funds may support new or enhanced equipment and technology related to the enhancement or implementation of the victim assistance program. Costs may include computers; fax machines; printers; scanners; cameras; office furniture; equipment necessary to establish an information-sharing database; buying vehicles for use by program staff to fulfill grant activities; small appliances and cleaning supplies for shelter; supplies necessary to create brochures, posters, fliers, and resource manuals about the grant-funded program; and materials for traditional arts and crafts.

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

**Statutory limitations on funding:** Tribal set-aside funds, if appropriated, must be used to support programmatic activities that are consistent with the purpose and intent of Victims of Crime Act of 1984 (VOCA). While these funds can be used to provide a wide range of services to victims of crime, there are some statutory limitations on how the funds can be used.

**These funds cannot be used to pay for costs associated with:**

- crime prevention activities;
- services for criminal offenders;
- costs associated with law enforcement or prosecution personnel or activities; and
- construction.

### **Specific Requirements**

☐ **Eligibility:** (1) For Purpose Area #7 federally recognized Indian tribes, as determined by the Secretary of the Interior, including Alaska Native villages and tribal consortia consisting of two or more federally recognized Indian tribes, may apply. “Indian tribe” means any Indian tribe, band, nation, or other organized group or community (including any Alaska Native village or regional or village corporation as defined in or established pursuant to the Alaska Native Claims Settlement Act (85 Stat. 688), 43 USC §§ 1601 et seq.) which is recognized as eligible for the special programs and services provided by the United States to Indians because of their status as Indians. Additionally, an organization that is acting as the authorized designee of a federally recognized Indian tribe may apply.

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

There are no limits on which federally recognized tribes can apply (or consortia or authorized designees); however, recent grants received by the applicant MAY be a factor in FY 2019 funding decisions.

☐ **Budget:** The proposed budget should not exceed \$500,000 and must be consistent with the program narrative and a 36-month project period.

☐ **Travel Budget Requirement:**

- ☐ **CTAS Grantee Orientation:** All grantees must send two appropriate staff to participate in the mandatory CTAS new grantee orientation.
- ☐ **OVC Mandatory Training:** All grantees must send two appropriate staff to participate in a regional training.
- ☐ **National Indian Nations Conference:** All grantees must send two appropriate staff to participate.

Please use Washington, D.C., as the destination when calculating the estimated costs for required travel. The actual location will be determined at a future date. Please include the cost of round-trip airfare, lodging, and *per diem* in your travel calculations. See the GSA web site for information on the FY2019 Federal *per diem* rates that should be used in calculating lodging and *per diem* costs: <https://www.gsa.gov/travel/plan-book/per-diem-rates/per-diem-rates-lookup>.

### **Training and Technical Assistance Activities**

Upon award, OVC will provide access to free training and technical assistance to assist with developing and implementing grant-funded projects. This may include providing professional development training to project staff and staff members from collaborative partner agencies and organizations, establishing mechanisms to capture required performance measurement data, and identifying promising practices to be shared with other tribal communities. OVC expects all awardees to actively participate in activities and services offered through OVC and to use the OVC-designated training and technical assistance providers as their primary training and technical assistance resource.

### **Award Information**

OVC expects to make any award under this Purpose Area 7 in the form of a grant. See Administrative, National Policy, and Other Legal Requirements section of the [OJP Grant Application Resource Guide](#) for a brief discussion of important statutes, regulations, and award conditions that apply to many (or in some cases, all) OJP grants.

OVC expects to make several awards not exceeding \$500,000 per award. Each award is for a 36-month period of performance, to begin on October 1, 2019 and end on September 30, 2022. *There will be no project extensions for these awards.*

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

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

### **Purpose**

The overall purpose of this grant program is to support tribes seeking to develop a new Juvenile Tribal Healing to Wellness Court to respond to the alcohol and substance use needs (including opioid use) of juveniles and young adults under the age of 21. Federally recognized tribes that have an existing court

system and are interested in developing a new Juvenile Tribal Healing to Wellness Court are encouraged to apply.

### **Overview of Juvenile Tribal Healing to Wellness Courts**

Juvenile Tribal Healing to Wellness Courts are not simply tribal courts that handle alcohol and drug cases. They are special courts dockets that combine judicial supervision, substance abuse treatment, case management, drug testing, and graduated incentives and sanctions to help individuals with substance use disorders achieve sustained recovery and avoid reoffending. Juvenile Tribal Healing to Wellness Courts use a team approach that includes the judge, attorneys, probation, law enforcement, treatment providers, educational and vocational services, and other partners. In addition, Juvenile Tribal Healing to Wellness Court teams can incorporate tribal elders, traditional healers, and other culturally-appropriate resources to promote participants' healing and reintegration into the tribal community.

Juvenile Tribal Healing to Wellness Courts are designed to closely monitor participant compliance with treatment and other program requirements and respond quickly with culturally appropriate graduated incentives and sanctions to promote positive behavior changes. For example, a participant who has attended treatment regularly and tested negative for drug use is immediately praised by the Juvenile Tribal Healing to Wellness Court judge and team. The participant may also advance to a more lenient level of program supervision.

Conversely, a participant who has missed treatment meetings or tested positive for drug use is immediately sanctioned by the court. Common sanctions include more frequent drug testing, increased court appearances, community service assignments, written essays, and many others. Other distinctive aspects of Juvenile Tribal Healing to Wellness Courts include early referral and entry, regular court appearances, phased and culturally appropriate treatment, random drug testing, and an emphasis upon team decision-making.

Juvenile Tribal Healing to Wellness Court awardees are required to follow the 10 key components of the Tribal Healing to Wellness Court model below which are aligned with the OJJDP Juvenile Drug Treatment Court Guidelines:

1. Individual and Community Healing Focus

Tribal Healing to Wellness Court brings together alcohol and drug treatment, community healing resources, and the tribal justice process by using a team approach to achieve the physical and spiritual healing of the individual participant and to promote Native nation building and the well-being of the community.



## 2. Referral Points and Legal Process

Participants enter Tribal Healing to Wellness Court through various referral points and legal processes that promote tribal sovereignty and the participant's due (fair) process rights.

## 3. Screening and Eligibility

Eligible court-involved substance-abusing parents, guardians, juveniles, and adults are identified early through legal and clinical screening for eligibility and are promptly placed into the Tribal Healing to Wellness Court. Award funds may not be used to serve violent offenders. See 34 U.S.C. 10612.

## 4. Treatment and Rehabilitation

Tribal Healing to Wellness Court provides access to holistic, structured, and phased alcohol and drug abuse treatment and rehabilitation services that incorporate culture and tradition.

## 5. Intensive Supervision

Tribal Healing to Wellness Court participants are monitored through intensive supervision that includes frequent and random testing for alcohol and drug use while participants and their families benefit from effective team-based case management.

## 6. Incentives and Sanctions

Progressive rewards (or incentives) and consequences (or sanctions) are used to encourage participant compliance with the Tribal Healing to Wellness Court requirements. See 34 U.S.C. 10611(c)(2).

## 7. Judicial Interaction

Ongoing involvement of a Tribal Healing to Wellness Court judge with tribal wellness court team and staffing and ongoing Tribal Healing to Wellness Court judge interaction with each participant are essential.

## 8. Monitoring and Evaluation

Process and performance measurement and evaluation are tools used to monitor and evaluate the achievement of program goals; identify needed improvements to the Tribal Healing to Wellness Court and to the tribal court process; determine participant progress; and provide information for governing bodies, interested community groups, and funding sources.

## 9. Continuing Interdisciplinary and Community Education

Continuing interdisciplinary and community education promote effective Tribal Healing to Wellness court planning, implementation, and operation.

#### 10. Team interaction

The development and maintenance of ongoing commitments, communication, coordination, and cooperation among Tribal Healing to Wellness Court team members, service providers and payers, the community, and relevant organizations, including the use of formal written procedures and agreements, are critical for Tribal Healing to Wellness Court success.<sup>7</sup>

### Goals and objectives

**Implementation grants for a Juvenile Tribal Healing to Wellness Court** are available to federally recognized tribes that have an existing court system and are interested in developing a Juvenile Tribal Healing to Wellness Court. All successful applicants will be required to work with the OJJDP training and technical assistance provider to work through key objectives and deliverables over the course of the three-year award period to ensure alignment of the OJJDP Juvenile Drug Treatment Court Guidelines and the Juvenile Tribal Healing to Wellness model.

#### Objectives for year 1

- Establish a multidisciplinary steering committee to lead the planning and implementation of the Juvenile Tribal Healing to Wellness Court.
- Conduct a community strengths and needs assessment to help define the need for a Juvenile Tribal Healing to Wellness Court, identify existing resources and partners that can support such a court, and identify resource gaps and other areas of need that should be addressed during the planning and implementation of the court. The assessment should include an analysis of all available data regarding the nature and extent of alcohol and drug use (which must include opioid abuse) by tribal youth, the impacts of this behavior, and current efforts to address it.
- Obtain support from tribal council, tribal court judges, prosecutor's office, defense counsel, probation, law enforcement, treatment providers, schools, vocational programs, other service providers, tribal elders, tribal community members, and others as appropriate.
- Begin developing Juvenile Tribal Healing to Wellness Court policies and procedures, which should address eligibility criteria, screening and assessment procedures and tools, phased treatment, supportive services, compliance monitoring, graduated sanctions and incentives.
- Hire any staff needed for the Juvenile Tribal Healing to Wellness Court team.
- Participate in training and technical assistance activities as directed by OJJDP. Activities may include training and technical support implemented through a guided strategic planning framework and use of the [Juvenile Healing to Wellness Handbook and the OJJDP Juvenile Drug Court Treatment Guidelines](#). Please note that OJJDP will designate a training and technical

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<sup>7</sup> Adapted from Tribal Law and Policy Institute, *Tribal Healing to Wellness Courts: The Key Components*, 2nd edition, Tribal Healing to Wellness Court Series (Washington, DC: Bureau of Justice Assistance, 2014), <http://www.wellnesscourts.org/files/Tribal%20Healing%20to%20Wellness%20Courts%20The%20Key%20Components.pdf>.

*assistance provider for this project. Grantees should not propose to use grant funds to hire consultants for this purpose.*

- Complete a comprehensive Juvenile Tribal Healing to Wellness Court policies and procedures manual.
- Develop written bench books, screening and assessment tools, participant contracts, participant handbooks, and any other resources needed to implement the Juvenile Tribal Healing to Wellness Court.

## **Objectives for year 2**

- Begin implementation of the strategic plan, following the plan's clearly outlined goals, objectives, action steps, and timeline.
- Develop a written data collection protocol describing how the data outlined in the strategic plan will be collected, stored, and analyzed to measure project success and make any needed adjustments to the project design.
- Develop and implement an appropriate data collection system (or an existing system) to support the project.
- Begin collecting data pursuant to the performance measures outlined in the strategic plan.
- Participate in training and technical assistance activities as directed by OJJDP.
- Develop a written sustainability plan.
- Begin screening court-involved juveniles and young adult under age 21 for eligibility for the Juvenile Tribal Healing to Wellness Court.
- Engage in early referral process of eligible individuals to the Juvenile Tribal Healing to Wellness Court.
- Begin accepting appropriate individuals into the Juvenile Tribal Healing to Wellness Court.

## **Objectives for year 3**

- Continue collecting all relevant data regarding participants and program operations using the specific case management and data collection system.
- Review the strategic plan in light of early program implementation and make any needed adjustments; submit to OJJDP program office for approval.
- Participate in training and technical assistance activities as directed by OJJDP.
- Review the strategic and sustainability plan for any additional revisions needed; submit to OJJDP program office for approval.
- Conduct process evaluation with assistance from OJJDP-designated training and technical assistance provider.

## **Applicants may apply for funding to include the following**

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

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

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

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

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

## **Specific requirements**

☐ **Important note:** For purpose area #8 applicants proposing a new Juvenile Tribal Healing to Wellness Court are eligible to apply. Current OJJDP funded Juvenile Tribal Healing to Wellness Court grantees are ineligible.

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

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

1. is charged with or convicted of an offense that is punishable by a term of imprisonment exceeding one year, during the course of which offense or conduct
  - a. the person carried, possessed, or used a firearm or dangerous weapon;
  - b. there occurred the death of or serious bodily injury to any person; or
  - c. there occurred the use of force against the person of another, without regard to whether any of the circumstances described in (A) or (B) is an element of the offense or conduct of which or for which the person is charged or convicted; or
2. has one or more prior convictions for a felony crime of violence involving the use or attempted use of force against a person with the intent to cause death or serious bodily harm. See 34 U.S.C. 10613 (a).

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

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

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

Relevant special conditions will be added to the award to reinforce this requirement.

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

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

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

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

Please consult page 8 of this solicitation for additional information about this training requirement.

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

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

To build your Purpose Area #8 narrative, use the provided template located in GMS. Find the Purpose Area #8 narrative template at <https://grants.ojp.usdoj.gov/CTAS/>. **You will need your GMS password to access this fillable document.** Sample templates are available at [www.justice.gov/tribal/open-sol.html](http://www.justice.gov/tribal/open-sol.html) for review without a password.

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

### Goals and objectives

OJJDP's Tribal Youth Program (TYP) seeks to support and enhance tribal efforts to prevent and reduce juvenile delinquency and strengthen a fair and beneficial juvenile justice system response for American Indian and Alaska Native youth. OJJDP understands that tribal nations have widely varying circumstances, strengths, and needs that may challenge their ability to prevent juvenile delinquency or to intervene and treat tribal youth when necessary. The funding in this purpose area is made available to enable tribes to create, expand, or strengthen approaches along the juvenile justice continuum that can range from prevention to intervention and treatment.

Priority areas eligible for funding include the categories listed below. We recommend that applicants propose a project that initially focuses on one aspect of the continuum, such as diversion or treatment, based on determined need. OJJDP also recommends applicants ensure that proposals for TYP funding are created with broader tribal-wide planning efforts and with community support which will be critically important in sustaining efforts beyond the award period. This may include the substantive involvement of key stakeholders such as tribal youth, elders and tribal leaders, as well as service providers, law enforcement, child welfare, court and probation officials, and schools, as appropriate and applicable to the proposed program design.

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

### Prevention

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

### Intervention

- **Interventions for court-involved tribal youth.** This may include therapeutic services, mentoring, graduated sanctions, restitution, diversion, home detention, foster and shelter care, and other alternatives to detention.

- **Intervention and treatment services for children exposed to sex trafficking and/or child exploitation.** This may include the development of or implementation of programs and services for children who are victims of child exploitation and/or sex trafficking. Please see the OJJDP Commercial Sexual Exploitation of Children/Sex Trafficking Literature Review (<https://www.ojjdp.gov/mpg/litreviews/CSECSexTrafficking.pdf>).

## **Treatment**

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

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

## **Effective Use of Data**

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

## **Applicants may apply for funding to include the following**

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

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

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

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

## **Specific requirements**

☐ **Important note:** Any active Purpose Area #9 (OJJDP TYP) awardees that have a period of performance end date **on or after June 30, 2020** at the time of application are *not eligible* to apply for funds under the FY 2019 CTAS Purpose Area #9.

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

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

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

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

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

Please consult page 8 of this solicitation for additional information about this training requirement.

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

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

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



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

#### 10. Addressing Violent Crime in Tribal Communities (BJA), CFDA # 16.738

##### **Goals and objectives**

The overall goal of Purpose Area #10 is to provide funding to address violent crime, specifically precipitous increases in violent or other serious crime. This includes combatting, addressing, or otherwise responding to precipitous or extraordinary increases in crime or in a type of crime at the tribal level, especially violent crime, with strategies that enhance capacity to track, identify, and quickly respond to these crime issues. These crime increases can be documented using a variety of sources, including crime data, survey data, crime estimates, system calls for service, court data, or recent articles. Tribes are encouraged to engage in strategies that bring in key resources to address work that may be more complex due to jurisdictional issues, especially related to major cases. Tribes are also encouraged to increase planning and coordination with tribal, federal, and state law enforcement agencies to ensure there are documented and consistent relationships between them and federal or state law enforcement and prosecutors, as relevant, and invest in capacity and tools to improve the handling of violent crime cases through training, best practices, and support.

**Objectives:** To support the critical and priority needs of tribal justice systems to address increasing serious and violent crime and to ensure tribal safety through the development, implementation, and enhancement of strategies, including the following:

- To track, identify, and quickly respond to these increasing crime issues using data and ongoing analysis. This can include efforts to determine the nature and extent of the reported issues of missing and murdered Native Americans and Alaskan Natives.
- To enhance efforts to prevent and respond to violent crime in tribal communities, including investigations, forensics, prosecutions, information sharing, and supervision and re-entry in coordination with critical key federal and state partners.
- To enhance the number and quality of violent crime investigations and prosecutions, including collaborative efforts such as the Tribal Prosecutor Special Assistant U.S. Attorney (SAUSA) Program. This includes investments in tools for tribal prosecutors, courts, and corrections to effectively respond to crime and related tribal safety.
- To implement enhanced authorities and provisions under TLOA and the Violence Against Women Reauthorization Act of 2013.

Applicants are encouraged to be strategic in requesting funding that can focus on a limited number of key areas that will have the greatest impact, rather than seeking to expand new areas of focus or services.

**Applicants may apply for funding to include the following:**

**Tribal Investigations and Prosecutions:** Funding to support full- or part-time staff for the full term of the award. The positions can serve an individual tribe or a consortium of tribes. Related personnel, office costs, local travel costs between tribal agencies and federal or state agencies, and resources for investigating and processing cases, including forensic evidence, are allowable costs.

Cases should focus primarily on serious and violent crime. **Applications in this purpose area must focus at least 50 percent of grant resources and staff time on the types of cases listed below.**

A sample federal caseload may include the following crimes committed in Indian Country, if authorized by the relevant USAO:

- Murder
- Manslaughter
- Aggravated assault (including intent to murder)
- Arson
- Drug trafficking
- Gang related violent crime
- Child exploitation

Applicants can include crimes predominantly addressed by the Office on Violence Against Women listed below, but these can make up no more than 49% of the caseload. *For projects that are focused more than 50% on these crimes, please consider applying to OVW's PA 5.*

- Domestic violence
- Dating violence
- Sexual assault
- Sex trafficking
- Stalking

**Tribal courts:** Enhance existing tribal courts, including staffing of court personnel such as prosecutors, attorneys, and court administrators, or judges; violent crime analysis and planning; and activities relating to implementation of the enhanced sentencing authority provisions of TLOA or special domestic violence criminal jurisdiction under the Violence Against Women Reauthorization Act of 2013.

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

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

substance abuse–related crime. Support for violent crime strategic planning will be offered as part of the technical assistance.

**Training:** Budget for registration fees and lodging costs associated with training events and related to purpose area activities; costs associated with obtaining expert knowledge to assist with the development or enhancement of the program such as culturally appropriate training, technical assistance, treatment, and information technology. Prior approval will be required for non-DOJ sponsored training.

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

**Eligibility:** Purpose Area #10 applications must include a signed letter of support from, or MOU with, the U.S. Attorney’s Office in their district. The letter of support or MOU must be current and must contain authorized signature(s), and must be submitted with the application.

Letters from other critical partners such as the Federal Bureau of Investigation, Bureau of Indian Affairs, tribal law enforcement, courts and/or corrections, and state or local partners are also strongly encouraged, where relevant to implementation of the proposed strategies.

**Priority will be given to applicants that cooperate with federal and state authorities in the identification, apprehension, and extradition of state fugitives hiding on their reservations.**

To build your Purpose Area #10 narrative, use the provided template located in GMS. Find the Purpose Area #10 narrative template at: *(link will be created once PA is confirmed)* **You will need your GMS password to access this fillable document.** Sample templates are available at [www.justice.gov/tribal/open-sol.html](http://www.justice.gov/tribal/open-sol.html) for review without a password.

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

DOJ may make awards from this solicitation in the form of a grant or a cooperative agreement, which is a funding instrument DOJ uses when it expects to have ongoing substantial involvement in carrying out award activities.<sup>8</sup> Substantial federal involvement generally includes involvement with the recipient in implementation of the award, such as through approval of work plans or major project-generated materials. Responsibility for day-to-day project management, however, generally rests with the recipient. See “Compliance with administrative, national policy, and other legal requirements” in the [CTAS Application Resource Guide](#) regarding the federal involvement anticipated under an award made as a cooperative agreement from this solicitation.

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<sup>8</sup> See generally 31 USC §§ 6301–6305 (defines and describes various forms of federal assistance relationships, including grants and cooperative agreements).

All project start dates should be on or after October 1, 2019. DOJ has the discretion to make awards for greater or lesser amounts than requested and to negotiate the scope of work and budget with applicants prior to award.

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

Purpose area	Estimated amount of funding available	Estimated number of awards to be made; estimated award amounts	Length of award
1.Public safety and community policing (COPS Office)	\$20 million	<p>Approximately 50 awards:</p> <ul style="list-style-type: none"> <li>sworn force of less than 10: no more than \$300,000*</li> <li>sworn force of 10 to less than 20: no more than \$500,000</li> <li>sworn force of 20+: no more than \$800,000</li> </ul>	3 years
2.Comprehensive tribal justice systems strategic planning (BJA)	Up to \$750,000	Approximately 5 awards; up to \$150,000 per award	3 years
3.Tribal Justice Systems (BJA)	\$16.8 million	Approximately 20–30 awards; approximately \$250,000–750,000 per award	3 years
4.Tribal Justice System Infrastructure Program (BJA)	\$7.5 million	Estimated 2–4 awards for facility renovation or expansion or completion of existing construction projects for single jurisdiction facility, approximately \$1 million per award. Estimated 1–2 awards for facility renovation or expansion or completion of existing construction projects for regional facility (detention, multipurpose justice center, correctional alternative), approximately \$2–4 million per award.	3 years

Purpose area	Estimated amount of funding available	Estimated number of awards to be made; estimated award amounts	Length of award
5. Tribal Governments Program (OVW)	\$34 million	<p>Approximately 55 awards:</p> <ul style="list-style-type: none"> <li><b>New applicants:</b> Applicants that have never before received funding from OVW, or whose last award from OVW closed more than 12 months ago, can request up to approximately \$450,000.</li> <li><b>Current grantees:</b> Applicants that have at least one active, current award from OVW are considered current grantees.</li> </ul> <p>There is no explicit limit on how much current grantees can request; however, because of demand for funding, OVW anticipates that it will not be able to offer current grantees an award totaling more than \$900,000. Applicants should consider the level of effort necessary to complete the project and the amount of funds that were expended during the 36-month budget cycle, and not solely the amount that was previously awarded, in deciding how much to request in FY 2019.</p>	3 years
6.Children's Justice Act Partnerships for Indian Communities (OVC)	\$ 2.7 million	Approximately 6 awards; up to a maximum of \$450,000 per award.	3 years
7.Tribal Victim Services Program (OVC)	TBD	Several awards up to a maximum of \$500,000 per award.	3 years
8.Juvenile Tribal Healing to Wellness Courts (OJJDP)	\$1.75 million	Approximately 5 awards; up to a maximum of \$350,000 per award.	3 years
9.Tribal Youth Program (OJJDP)	\$7.8 million	Approximately 19 awards; up to a maximum of \$400,000 per award.	3 years
10. Addressing Violent Crime in Tribal Communities	\$2 million	Approximately 4 awards up to \$500,000 per award	3 years

\* Or the cost of one entry level full-time officer if that cost is over \$300,000/higher than the cap. These requests are reviewed on a case-by-case basis and need to reflect the actual entry-level salaries and benefits for a newly hired sworn officer.

## **Additional budget information/funding restrictions**

### **Cost sharing or match requirement**

None of the purpose areas in this solicitation requires a match. However, if a successful application proposes a voluntary match amount and DOJ approves the budget, the total match amount incorporated into the approved budget becomes mandatory and subject to audit.

### **Pre-agreement cost approvals**

DOJ does not typically approve pre-agreement costs; an applicant must request and obtain DOJ's prior written approval for all such costs. For additional detailed information about these requirements see the [CTAS Application Resource Guide](#).

### **Supplanting**

Generally, DOJ funds must be used to supplement existing funds for program activities and may not replace (supplant) nonfederal funds that have been appropriated for the same purpose. For additional detailed information about these requirements see the [CTAS Application Resource Guide](#).

### **Limitation on use of award funds for employee compensation; waiver**

With respect to any award of more than \$250,000 made under this solicitation, recipients may not use federal funds to pay total cash compensation (salary plus cash bonuses) to any employee of the award recipient at a rate that exceeds 110% of the maximum annual salary payable to a member of the Federal Government's Senior Executive Service (SES) at an agency with a Certified SES Performance Appraisal System for that year. For additional detailed information about these requirements see the [CTAS Application Resource Guide](#).

### **Prior approval, reporting, and minimization of costs related to conferences, meetings, and trainings**

Generally, funding may not be used to purchase food or beverages for any meeting, conference, training, or other event under any CTAS purpose area. For additional detailed information about these requirements see the [CTAS Application Resource Guide](#), which also addressed costs associated with language assistance (if applicable).

If an applicant proposes a program or activity that would deliver services or benefits to individuals, the costs of taking reasonable steps to provide meaningful access to those services or benefits for individuals with limited English proficiency may be allowable. For additional detailed information about these requirements see the [CTAS Application Resource Guide](#).

## **Plan for Collecting the Data Required for this Solicitation's Performance**

## Measures

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

More information on performance measurement at OJP (which includes BJA, OJJDP and OVC) is provided at [www.ojp.gov/performance](http://www.ojp.gov/performance).

More information on performance measurement for OVW’s Tribal Governments Program is available at <https://www.vawamei.org/grant-program/tribal-governments-program/>.

The application should demonstrate the applicant’s understanding of the performance data reporting requirements for this grant program and detail how the applicant will gather the required data should it receive funding.

DOJ does not require applicants to submit performance measures data with their application. Performance measures are included as an alert that DOJ will require successful applicants to submit specific data as part of their reporting requirements. For the application, applicants should indicate an understanding of these requirements and discuss how they will gather the required data if they receive funding.



Objective	Sample performance measure(s)	Sample data recipient must provide
<b>Overarching objective:</b> Improve the grant planning and application processes for DOJ tribal grant applicants.	Number of collaborative partners involved in the comprehensive planning stage.	Number of collaborative partners involved in the comprehensive planning stage (specify by type).
<b>Purpose Area #1:</b> Public safety and community policing (COPS Office)	<p>To what extent has COPS Office award funding (e.g., officers, equipment, training, technical assistance) increased your agency's community policing capacity?</p> <p>To what extent have COPS Office knowledge resources (e.g., publications, podcasts, and training) increased your agency's community policing capacity?</p>	To assess progress toward achieving the program objective, awardee will provide data on how COPS Office award resources and knowledge resource products has increased community policing capacity.
<b>Purpose Area #2:</b> Comprehensive tribal justice systems strategic planning (BJA)	Development of a comprehensive plan for tribal justice safety and wellness	Periodic progress reports providing an overview of community assessment, coordination, and development of a written plan.

Objective	Sample performance measure(s)	Sample data recipient must provide
<b>Purpose Area #3:</b> Tribal Justice Systems (BJA)	<p>Percent increase in the number of cases handled by tribal courts.</p> <p>Number of full-time equivalent (FTE) judicial and other court positions created or funded under the award.</p> <p>Percent reduction in the number of arrests for crimes where alcohol or substance abuse was a factor.</p> <p>Percent increase in number of individuals receiving treatment services as a result of this program.</p> <p>Percent increase in number of participants at tribal community prevention trainings.</p>	<p>Number of cases filed in the court during the prior period.</p> <p>Number of cases filed in the court during the current reporting period.</p> <p>Number of judicial and other court positions created as a result of the grant during the reporting period.</p> <p>Number of arrests for crimes where alcohol or substance abuse was a factor for the period prior to grant funding. Number of arrests for crimes where alcohol or substance abuse was a factor for the current reporting period.</p> <p>Number of individuals receiving treatment services for the period prior to grant funding.</p> <p>Number of individuals receiving treatment services as a result of this program during the current reporting period.</p> <p>Number of participants at tribal community prevention trainings during the period prior to grant funding.</p> <p>Number of participants at tribal community prevention trainings during the current reporting period.</p>
<b>Purpose Area #4:</b> Tribal Justice System Infrastructure Program (BJA)	Number of programs (by type) implemented or enhanced as a result of facility renovation.	Number of programs (by type) implemented or enhanced as a result of facility renovation.
<b>Purpose Area #5:</b> Tribal Governments Program; Office on Violence Against Women (OVW)	Number of professionals trained to respond to domestic violence, dating violence, sexual assault, sex trafficking and stalking. Percent of victims requesting services who received them.	<p>Number of professionals trained to respond to domestic violence, dating violence, sexual assault, sex trafficking and stalking.</p> <p>Numbers of victims requesting and receiving services.</p>

Objective	Sample performance measure(s)	Sample data recipient must provide
<b>Purpose Area #6:</b> Children's Justice Act Partnerships for Indian Communities (OVC)	<p>Percentage of child abuse and neglect victims that receive services.</p> <p>Percentage of programs with an increase in services provided to victims of child abuse and neglect.</p> <p>Percentage of child victims served by types of victimization. (for a list of the complete measures, see <a href="https://www.ovc.gov/grants/pdf/txt/TVS-questionnaire.pdf">https://www.ovc.gov/grants/pdf/txt/TVS-questionnaire.pdf</a>)</p>	<p>Number of victims requesting and receiving services.</p> <p>Number of services provided, by type.</p> <p>Types of victimization for which services were provided.</p>
<b>Purpose Area #7:</b> Tribal Victim Services Program (OVC)	<p>Percentage of victims that receive services.</p> <p>Percentage of programs with an increase in services provided to victims of crime.</p> <p>Percentage of victims served by types of victimization. (For a list of the complete measures, see <a href="https://www.ovc.gov/grants/pdf/txt/TVS-questionnaire.pdf">https://www.ovc.gov/grants/pdf/txt/TVS-questionnaire.pdf</a>)</p>	<p>Number of victims requesting and receiving services.</p> <p>Number of services provided, by type.</p> <p>Types of victimization for which services were provided.</p>
<b>Purpose Area #8:</b> Juvenile Tribal Healing to Wellness Courts (OJJDP)	<p>Percentage of program youth who offend or reoffend (arrested/rearrested).</p> <p>Percentage of program youth or families exhibiting desired change in targeted behaviors (e.g., substance use, antisocial behavior, truancy, gang involvement). (For a list of the complete measures, see <a href="https://www.ojjdp-dctat.org/help/Grids/Word/TribalHealingToWellnessCourts.docx">https://www.ojjdp-dctat.org/help/Grids/Word/TribalHealingToWellnessCourts.docx</a> )</p>	<p>Number of program youth or families served.</p> <p>Number of program youth who offend or reoffend.</p> <p>Number of program youth or families exhibiting desired change in targeted behaviors.</p>
<b>Purpose Area #9:</b> Tribal Youth Program (OJJDP)	<p>Number of program youth or families served.</p> <p>Percentage of program youth who offend or reoffend (arrested/rearrested).</p> <p>Percentage of program youth or families exhibiting desired change in targeted behaviors (e.g., substance use, antisocial behavior, truancy, gang involvement). (For a list of the complete measures, see <a href="https://ojjdppmt.ojp.gov/help/Grids/PDF/typgrids.pdf">https://ojjdppmt.ojp.gov/help/Grids/PDF/typgrids.pdf</a> )</p>	<p>Number of program youth or families served.</p> <p>Number of program youth who offend or reoffend.</p> <p>Number of program youth or families exhibiting desired change in targeted behaviors.</p>

**Purpose Area #10:**

Addressing Violent Crime in  
Tribal Communities (BJA)

Percent increase in the number of cases handled  
by tribal courts.

Number of FTE prosecutor and other court  
positions created or funded under the award.

Percent increase in the number of prosecutions for  
serious and violent (Part 1) crimes.

Number of cases filed in the tribal  
court during the prior period.

Number of cases filed in the court  
during the current reporting  
period.

Number of prosecutor and other  
court positions created as a result  
of the grant during the reporting  
period.

Number of Part 1 crimes cases  
prosecuted during the current  
reporting period in:

-tribal court

-federal court by the tribal  
prosecutor as an SAUSA

Of these cases, how were they  
resolved?

-Plea agreement

-Conviction

-Dismissed

-Other (describe)

## G. Application Review and Evaluation Process

Applications should include all items listed in “What an Application Should Include” on page 6 and noted on the application checklist (beginning on page 79).

- a. Tribal Community and Justice Profile (30%)\*\*
  - b. Purpose Area Narrative for each purpose area for which the applicant is applying (55%)\*\*
  - c. Project Abstract for each purpose area for which the applicant is applying
  - d. Budget Detail Worksheet and Narrative, including Demographic Form (Demographic form is for PA1 Applicants only (15%))\*\*
  - e. Tribal Authority to Apply documentation/Tribal Resolution
  - f. Applicant Disclosure of High-Risk Status
  - g. Applicant Disclosure of Pending Applications
  - h. Disclosure of Lobbying Activities
  - i. Indirect Cost Rate Agreement (if applicable)
  - j. Financial Management and System of Internal Controls Questionnaire (for any applicant requesting funding under Purpose Areas 2, 3, 4, 5, 6, 7, 8, or 9)
  - k. Other attachments (as needed)
- 
- iii. Letters of support (optional)
  - iv. Resumes of key personnel for Purpose Area 2, 3, 6, 7, 8, 9, and 10 applicants, as applicable
  - v. Job descriptions for unfilled positions for Purpose Area 2, 3, 6, 7, 8, 9, and 10 applicants, as applicable
  - vi. Memoranda of Understanding for Purpose Area 4, 6, 7, 8, 9, and 10 applicants, as applicable
  - vii. Letter of Nonsupplanting (for Purpose Area #5 applicants)
  - viii. Confidentiality Notice form (for Purpose Area #5 applicants)
  - ix. Documentation of collaboration (for Purpose Area #5 applicants)

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

DOJ is committed to ensuring a fair and open process for making awards. Each relevant DOJ component will review the application to make sure that the information presented is reasonable, understandable, measurable, and achievable as well as consistent with the solicitation. See the [CTAS Application Resource Guide](#) for detailed information on application review

## H. How to Apply

Applications are submitted through OJP's Grants Management System (GMS) at <https://grants.ojp.usdoj.gov/gmsexternal/>. GMS is a web-based, data-driven computer application that provides cradle-to-grave support for the application, award, and management of awards at OJP and OVW. Applicants must register in GMS for each specific funding opportunity and should begin the process **immediately** to meet the GMS registration deadline, especially if this is the first time using the system. Complete instructions on how to register and submit an application in GMS can be found at <https://grants.ojp.usdoj.gov/gmsexternal/>. If the applicant experiences technical difficulties at any point during this process, email [GMS.HelpDesk@usdoj.gov](mailto:GMS.HelpDesk@usdoj.gov) or call 888-549-9901 (option 3), Monday–Friday from 6:00 a.m. to midnight Eastern Time, except federal holidays. DOJ highly recommends that applicants start the registration process as early as possible to prevent delays in submitting an application package by the specified application deadline. For additional detailed information about these requirements see the [CTAS Application Resource Guide](#).

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

An application can be revised in GMS until the application deadline, 9:00 p.m. ET, Tuesday, **February 26, 2019**. Note that only the most recent version of an application submitted in GMS will be considered.

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

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

## DOJ policy on late submissions

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

## Experiencing unforeseen GMS technical issues

If you experience unforeseen GMS technical issues beyond your control which prevent you from submitting your application by the deadline, **please immediately contact the GMS helpdesk** (email [GMS.HelpDesk@usdoj.gov](mailto:GMS.HelpDesk@usdoj.gov) or call 888-549-9901 (option 3) **to create a record of the issue**. You must also contact the Response Center (800-421-6770) **before the solicitation closes at 9:00 p.m. and submit your entire application to the Response Center via email at [tribalgrants@usdoj.gov](mailto:tribalgrants@usdoj.gov) by the 9:00 p.m. Eastern Time deadline**. Your email to the Response Center should include the complete grant application, your DUNS number, and a GMS Help Desk tracking number(s). For additional detailed information about these requirements see the [CTAS Application Resource Guide](#).

# **I. Federal Award Administration Information**

## **Federal award notices**

For OJP and OVW, CTAS award notification will be sent from GMS.

For the COPS Office, CTAS award notification will be sent electronically. For additional detailed information about these requirements see the [CTAS Application Resource Guide](#).

## **Compliance with administrative, national policy, and other requirements**

**If selected for funding, in addition to implementing the funded project consistent with the agency-approved project proposal and budget the recipient must comply with award terms and conditions (including those incorporated by reference into the award) and other legal requirements including DOJ regulations or other federal laws applicable to the award.** DOJ strongly encourages prospective applicants to review the information pertaining to these requirements prior to submitting an application. For additional detailed information about these requirements see the [CTAS Application Resource Guide](#).

## **General information about post-federal award reporting requirements**

Recipients must submit quarterly financial reports, progress reports, final financial and progress reports, and, if applicable, an annual audit report in accordance with the Part 200 Uniform Requirements or specific award conditions. Future awards and fund drawdowns may be withheld if reports are delinquent. More information about these requirements can be found in the [CTAS Application Resource Guide](#).

# **J. Federal awarding agency contact(s)**

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

For GMS support, contact the GMS Help Desk at 888-549-9901, option 3, or via email at [GMSHelpDesk@usdoj.gov](mailto:GMSHelpDesk@usdoj.gov). The GMS Help Desk hours of operation are 24 hours per day, 7 days per week, including Federal Government holidays (see <https://www.opm.gov/policy-data-oversight/snow-dismissal-procedures/federal-holidays/#url=2018>).

## K. Application Checklist



Before submitting your application, applicants should address the following:

### Eligibility

- \_\_\_ Federally recognized tribe, or
- \_\_\_ Tribal consortium, or
- \_\_\_ Organization that is acting as the authorized designee of a federally recognized tribe (Purpose Areas #5, #6, and #7 only)

In addition to these, some Purpose Areas have specific eligibility criteria noted on pages i–iii of the solicitation.

### Registration

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



- Log into GMS with your username and password
- Go to the “Funding Opportunities” link; select “Department of Justice” and “FY 2019Coordinated Tribal Assistance”
- Select the “Apply Online” button in the “Action” column

## **Application submission deadline**

- Applications are due by 9:00 p.m. Eastern Time (ET) on Tuesday, **February 26, 2019**. You are urged to submit your application at least 72 hours prior to the application deadline.
- For applicants without Internet access only: Contact the Response Center at 800-421-6770 no later than February 15, 2019, to discuss how to submit an application by alternative means.

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

An application can be revised in GMS until the application deadline, 9:00 p.m. ET, Tuesday, February 26, 2019. Note that only the most recent version of an application submitted in GMS will be considered.

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

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

The application must contain:

- Tribal Community and Justice Profile
- Purpose Area Narrative(s). Include a separate narrative for each purpose area under which the applicant is applying.
- Project Abstract(s). Include a separate project abstract for each purpose area under which the applicant is applying.
- One Budget Workbook (Demographic Form (For PA #1 applicants only), Budget Detail Worksheet and Budget Narrative). The workbook should contain a proposed Budget Detail Worksheet and Budget Narrative for each purpose area for which funds are being requested.

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

- Tribal Authority to Apply Documentation/Tribal Resolution
- Applicant Disclosure of High Risk Status

- \_\_\_ Applicant Disclosure of Pending Applications
- \_\_\_ Disclosure of Lobbying Activities
- \_\_\_ Indirect Cost Rate agreement (if applicable)
- \_\_\_ Financial Management and System of Internal Controls Questionnaire (for any applicant requesting funding under Purpose Areas #2, #3, #4, #5, #6, #7, #8, or #9)
- \_\_\_ Other attachments as necessary (letters of support, resumes, job descriptions for unfilled positions, Memoranda of Understanding, letter of nonsupplanting (for Purpose Area #5 applicants), Confidentiality Notice form (for Purpose Area #5 applicants), documentation of collaboration (for Purpose Area #5 applicants))

See section F (List of Purpose Areas) on page 8 for specific application requirements by Purpose Area.

## Format for timeline

- \_\_\_ See timeline template at <https://www.justice.gov/tribal/open-solicitations>.

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

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