Notice Regarding the solicitation "Graduate Research Fellowship in Science, Technology, Engineering, and Mathematics"

March 12, 2018: Links directing to "Overview of Legal Requirements Generally Applicable to OJP Grants and Cooperative Agreements - FY 2017 Awards" have been updated to the FY 2018 link throughout this funding opportunity document.

February 15, 2018: NIJ-hosted a webinar to discussion on February 1, 2018. The transcripts and slides from the webinar have been added to the end of this document.

February 15, 2018: OJP has combined the Budget Detail Worksheet and Budget Narrative in a single document collectively referred to as the Budget Detail Worksheet. See "Budget Information and Associated Documentation" below for more information about the Budget Detail Worksheet and where it can be accessed.

January 17, 2018: Budget language has been modified and updated language will be provided as an addendum at a later date.

The original solicitation document begins on the next page.

U.S. Department of Justice
Office of Justice Programs
National Institute of Justice

The U.S. Department of Justice (DOJ), Office of Justice Programs (OJP), National Institute of Justice (NIJ) is seeking applications for funding innovative doctoral dissertation research in science, technology, engineering, or mathematics that is relevant to providing solutions to prevent and control crime, and ensure the fair and impartial administration of criminal justice in the United States. This program furthers the Department's mission by sponsoring research to provide objective, independent, evidence-based knowledge and tools to meet the challenges of crime and justice, particularly at the state and local levels.

Graduate Research Fellowship in Science, Technology, Engineering, and Mathematics

Applications Due: March 12, 2018

Eligibility

Eligible applicants are degree-granting academic institutions in the United States and its territories. To be eligible, the institution must be fully accredited by one of the regional institutional accreditation agencies recognized by the U.S. Secretary of Education. Under this solicitation, the applicant institution must apply as the sponsoring institution for the doctoral candidate conducting dissertation research relevant to NIJ's criminal justice mission.

All recipients and subrecipients (including any for-profit organization) must forgo any profit or management fee.

An applicant may submit more than one application under this solicitation, but each application must propose sponsoring a different doctoral candidate's dissertation research.

Deadline

Applicants must register with Grants.gov at https://www.grants.gov/web/grants/register.html prior to submitting an application. All applications are due by 11:59 p.m. Eastern Time on March 12, 2018.

To be considered timely, an application must be submitted by the application deadline using Grants.gov, and the applicant must have received a validation message from Grants.gov that indicates successful and timely submission. OJP urges applicants to submit applications at least 72 hours prior to the application due date, to allow time for the applicant to receive validation messages or rejection notifications from Grants.gov, and to correct in a timely fashion any problems that may have caused a rejection notification.

OJP encourages all applicants to read this Important Notice: Applying for Grants in Grants.gov.

For additional information, see How to Apply in Section D. Application and Submission Information.

Contact Information

For technical assistance with submitting an application, contact the Grants.gov Customer Support Hotline at 800-518-4726, 606-545-5035, at https://www.grants.gov/web/grants/support.html, or via email to support@grants.gov. The Grants.gov Support Hotline operates 24 hours a day, 7 days a week, except on federal holidays.

An applicant that experiences unforeseen Grants.gov technical issues beyond its control that prevent it from submitting its application by the deadline may email the NIJ contact identified below **within 24 hours after the application deadline** to request approval to submit its application. Additional information on reporting technical issues appears under Experiencing Unforeseen Grants.gov Technical Issues in the How to Apply section.

For assistance with any other requirements of this solicitation, contact the National Criminal Justice Reference Service (NCJRS) Response Center: toll-free at 1-800-851-3420; via TTY at 301-240-6310 (hearing impaired only); email grants@ncjrs.gov; fax to 301-240-5830; or web chat at https://webcontact.ncjrs.gov/ncjchat/chat.jsp. The NCJRS Response Center hours of operation are 10:00 a.m. to 6:00 p.m. eastern time, Monday through Friday, and 10:00 a.m. to 8:00 p.m. eastern time on the solicitation close date. General information on applying for NIJ awards can be found at www.nij.gov/funding/Pages/welcome.aspx. Answers to frequently asked questions that may assist applicants are posted at www.nij.gov/funding/Pages/faqs.aspx.

Grants.gov number assigned to this solicitation: NIJ-2018-13638

Release date: January 11, 2018

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Graduate Research Fellowship in Science, Technology, Engineering, and Mathematics

(CFDA # 16.562)

A. Program Description

Overview

The Graduate Research Fellowship in Science, Technology, Engineering, and Mathematics (GRF-STEM) program provides awards to accredited academic institutions to support graduate research leading to doctoral degrees in topic areas that are relevant to preventing and controlling crime, and ensuring the fair and impartial administration of criminal justice in the United States. Applicant academic institutions sponsoring doctoral students are eligible to apply only if:

1. The doctoral student's degree program is in a science, technology, engineering, or mathematics (STEM) discipline; and

2. The student's proposed dissertation research has demonstrable implications for addressing the challenges of preventing or controlling crime and/or the fair and impartial administration of criminal justice in the United States.

Statutory Authority: Any awards under this solicitation would be made under statutory authority provided by a full-year appropriations act for FY 2018. As of the writing of this solicitation, the Department of Justice is operating under a short-term "Continuing Resolution"; no full-year appropriation for the Department has been enacted for FY 2018.

Program-Specific Information

Degree-granting academic institutions are encouraged to sponsor outstanding and promising doctoral students whose dissertation research has direct implications for preventing and controlling crime, and/or ensuring the fair and impartial administration of criminal justice in the United States.

Academic institutions sponsoring doctoral students whose disciplines are in the social and behavioral sciences should consider submitting their applications under the forthcoming "NIJ Graduate Research Fellowship Program in the Social and Behavioral Sciences" (GRF-SBS) solicitation. Answers to frequently asked questions about the GRF-SBS program are posted at https://www.nij.gov/GRF-SBS.

Awards are anticipated to be made to successful applicant institutions in the form of grants to cover fellowships for the sponsored doctoral students. Each fellowship provides up to three years of support usable within a five-year period. For each year of support, NIJ provides the degree-granting institution a stipend of $35,000 usable toward the student's salary and related costs, and up to $15,000 to cover the student's tuition and fees, research expenses, and related costs (see Section B. Federal Award Information). The award will be made for the entire cumulative fellowship amount (up to three years of funding). Although the award is made for the

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full amount, after the first year each annual funding increment is withheld pending annual demonstration of continued enrollment and adequate progress toward the degree. This is a change from program policy in previous fiscal years; new fellows awarded in FY 2018 will no longer be required to submit full application packages for annual supplemental funding.

Successful applicants must demonstrate clearly how the proposed dissertation research will advance criminal justice practice and/or policy in the United States. Proposals addressing one or more of the following six areas are particularly encouraged:

- Reducing crime, particularly violent crime (not just related to policing)

- Protecting police officers and other public safety personnel

- Issues concerning the opiate abuse epidemic

- Victimization (specifically with respect to human trafficking)

- Supporting prosecutors in their efforts to meet their mission

- Illegal immigration issues

Applicants contemplating research relevant to the forensic sciences may consider the problem areas highlighted by NIJ's Forensic Science Technology Working Group (TWG), which identifies current technology challenges encountered in operational forensic science laboratories. Additional research needs of the forensic science community can be found at the Organization of Scientific Area Committees (OSAC) website.

Applicants may also consider NIJ's Science and Technology Objectives for the application of technology across law enforcement, courts, corrections, and forensic science communities. Under an NIJ cooperative agreement, the RAND Corporation publishes assessments of current and future high-priority criminal justice technology needs across a range of topic areas, which may be consulted for further guidance.

While the above priorities are provided as possible focus areas for proposed research, they should not be considered as limiting the range of eligible research. All eligible applicants proposing research in STEM fields of study with demonstrated relevance to criminal justice practice and/or policy in the United States are invited to apply.

Applicant Information

The applicant under this solicitation will be a degree-granting academic institution in the United States or its territories. To be eligible, the academic institution of record must be fully accredited by one of the regional institutional accreditation agencies recognized by the U.S. Secretary of Education. An applicant institution sponsoring a doctoral student is eligible to apply only if the doctoral student satisfies the Doctoral Student Eligibility Requirements. **Applications from students who apply as individuals will be removed from consideration**.

The academic institution's institution-wide research office (e.g., office of sponsored research) must complete and submit an application electronically using Grants.gov (see What an

[Application Should Include](). If allowed by the applicant institution, the sponsored doctoral student should be identified as the project's principal investigator.

The applicant must demonstrate that the sponsored graduate student is enrolled in a qualifying doctoral degree program at the time of application. This should take the form of a document from the Office of the Registrar, or an equivalent university- or college-wide office with the authority to verify status. A transcript may be accepted if it clearly indicates the student's current full-time enrollment in the qualifying doctoral degree program.

Doctoral Student Eligibility Requirements

The graduate student must:

1. Be enrolled full-time in a doctoral degree program in a STEM discipline at the eligible academic institution; and

2. Propose a dissertation research topic that is relevant to addressing the challenges of crime, and/or the fair and impartial administration of criminal justice in the United States (see [What an Application Should Include]()).

The doctoral student need not have a dissertation committee at the time the application is submitted, nor is it necessary for the student's dissertation topic to have been accepted by the committee. However, if the application is selected for award, grant funds will be withheld until the applicant academic institution submits proof that the student's dissertation topic has been accepted by the committee and that it is substantively the same as that proposed in the application.

If the doctoral student has an approved topic at the time of application, then it should be noted in a statement of support from the doctoral student's dissertation committee chair (see [Dissertation Committee Chair Requirements]()). If the doctoral student's topic has not been approved at the time of application, then the expected dates by which the doctoral student will meet this requirement should be indicated in the project timeline (see "Proposed project timeline and expected milestones" under [Appendices]()). In addition, the doctoral student's faculty advisor, department chair, departmental director of graduate studies, or an individual with similar responsibilities must submit a statement of support at the time of application. That statement of support should generally follow the outline provided below for the statement of support from the dissertation committee chair, including all relevant elements.

Even though an award may be made, access to award funds will be withheld until the required documentation is received and approved by the NIJ Program Office. NIJ anticipates that award notifications will be made on or before September 30, 2018. The applicant academic institution and the doctoral student are cautioned not to anticipate the availability of fellowship funds for meeting any necessary or required expenses until the requirements stipulated above have been met in full. Awarded applicants may receive fellowship funding only while the student is actively enrolled in the doctoral degree program and carrying out research for the dissertation identified in the applicant's funding application.

Human subjects protection paperwork including Institutional Review Board (IRB) documentation and a completed privacy certificate **are not required at the time of application**. If awarded, and if applicable, funds will be withheld until submission and NIJ approval of any required Human Subjects Protection paperwork and/or a completed Privacy Certificate. The Privacy

Certificate must be signed by the academic institution's IRB chair. For information on NIJ's Human Subjects and Privacy Protection requirements, see www.nij.gov/nij/funding/humansubjects/welcome.htm.

Dissertation Committee Chair Requirements

Although a fellowship may be awarded based on consideration of a letter of support from the faculty advisor, department chair, departmental director of graduate studies, or individual with similar responsibilities, the NIJ Program Office must receive a signed statement of support from the sponsored doctoral student's dissertation committee chair prior to authorizing the disbursement of award funds (applicants can expect to see conditions to that effect attached to any such award). If the dissertation committee has accepted the student's topic at the time of application, that statement of support must be submitted as part of the application. If the topic has not been accepted by the time of application, it must be submitted as soon as is reasonable after the topic has been approved. The approved dissertation topic must remain substantively similar to that initially proposed.

The statement of support should:

- Evaluate the doctoral student's proposed project.

- Describe the current status of the proposed work.

- Outline any other outstanding work, academic or otherwise, toward completion of the degree.

- Verify the date on which the dissertation research project is expected to be ready to begin.

- Comment on the student's potential to complete the dissertation successfully.

- Indicate that the doctoral student has his/her full support.

- Describe the dissertation committee chair's role in monitoring the project and present evidence of both the department's and the dissertation committee chair's abilities to mentor doctoral candidates through the completion of their degrees.

- Verify that the dissertation committee chair will review and approve all progress reports prior to their submission to NIJ.

An application that does not include the statement of support from (1) the dissertation committee chair; or (2) the doctoral student's faculty advisor, department chair, departmental director of graduate studies, or individual with similar responsibilities will be removed from consideration.

For information on application elements designated as critical by NIJ under this solicitation, see page 14.

Goals, Objectives, Deliverables, and Expected Scholarly Products

The ultimate goal of this solicitation is to increase the pool of researchers who are engaged in providing STEM-based solutions to problems relevant to criminal justice policy and practice in the United States. Through the GRF-STEM program, NIJ supports research by promising doctoral students as they train to become the creators of future innovation. This is consistent with the following national research and development (R&D) priorities (https://www.whitehouse.gov/sites/whitehouse.gov/files/ostp/fy2019-administration-research-development-budget-priorities.pdf):

- Supporting Innovative Early-Stage Research
  The groundwork for the development and eventual commercialization of new technologies is laid by basic and early-stage applied research. These are the stages of inquiry typically undertaken in STEM doctoral dissertation research, which is the specific focus of the GRF-STEM program. Support of graduate student research is a particularly cost-effective way to promote the generation of potentially transformative knowledge and technology.

- Developing a Future-Focused Workforce
  The training of the American workforce through STEM education, a critical component of maintaining American competitiveness, is a national priority. This program supports the training of young scientists capable of meeting future science and technology workforce demands. NIJ's GRF-STEM seeks to engage these emerging researchers to help meet the needs of America's criminal justice practitioners, while simultaneously developing their skills to contribute broadly to America's R&D enterprise.

Deliverables

Recipients of awards made under this solicitation will be required to deliver annual and final progress reports and quarterly financial reports to NIJ by specified deadlines (see Section F. Federal Award Administration Information). The final deliverables for awards under this solicitation are:

- An official signed copy of the doctoral student's defended dissertation.

- A list of scholarly products, as well as products developed for broad dissemination to informal audiences, resulting from the dissertation research.

Such scholarly products may take the form of published, peer-reviewed journal articles or indexed conference abstracts, book chapter(s) or book(s) in the academic press, technological prototypes, software, patented inventions, or similar scientific products. Products developed for broad dissemination to informal audiences may take the form of websites, webinars, podcasts, informational documents, online tools, or other similar products.

Upon submission, the dissertation may be archived at the National Criminal Justice Reference Service (NCJRS). Doctoral students who participate in the GRF-STEM program are encouraged but are not required to archive their dissertation data in venues appropriate to their scientific communities.

The Goals, Objectives, Deliverables, and Expected Scholarly Products are directly related to the performance measures that demonstrate the results of the work completed. Applicants should visit OJP's Current Funding Opportunities page at https://ojp.gov/funding/Explore/CurrentFundingOpportunities.htm to view the specific reporting requirements for this grant program.

Performance Measures

OJP will require each successful applicant to submit regular performance data that demonstrate the results of the work carried out under the award (see "General Information about Post-Federal Award Reporting Requirements" in Section F. Federal Award Administration Information).

Applicants should visit OJP's performance measurement page at www.ojp.gov/performance to view the specific reporting requirements for this grant 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.

Please note that applicants are **not** required to submit performance data with the application. Performance measures information is included as an alert that successful applicants will be required to submit performance data as part of the reporting requirements under an award.

Objective	Performance Measure(s)	Data Recipient Provides
Conduct research in science, technology, engineering, and/or mathematics having clear implications for criminal justice policy and practice in the United States.	1. Relevance to the needs of the field as measured by whether the project's substantive scope did not deviate from the funded project or any subsequent agency-approved modifications to the scope. 2. Quality of the research as demonstrated by the scholarly products that result in whole or in part from work funded under the NIJ award, such as published, peer-reviewed, scientific journal articles, and/or (as appropriate for the funded project) law review journal articles, book chapter(s) or book(s) in the academic press, technological prototypes, patented inventions, or similar scientific products. 3. Quality of management as measured by such factors as whether significant project milestones were achieved, reporting and other deadlines were met, and costs remained within approved limits.	1. Quarterly financial reports, semi-annual and final progress reports, and products of the work performed under the NIJ award (including, at minimum, a final research report). If applicable, an annual audit report 2. List of citation(s) to all scholarly products that resulted in whole or in part from work funded under the NIJ award. 3. An official signed copy of the doctoral student's successfully defended and accepted final dissertation. 4. If applicable, each data set that resulted in whole or in part from work funded under the NIJ award.

Evaluation Research

If an application includes an evaluation research component (or consists entirely of evaluation research), the application is expected to propose the most rigorous evaluation design appropriate for the research questions to be addressed. Evaluation research projects may also address a wide range of research questions beyond those focused on the effectiveness or impact of a technology. Different research designs may be more appropriate for different research questions and at different stages of technology development. The setting, other contextual factors, and resources should be taken into account when selecting an evaluation design. In all cases, applications are expected to propose the most rigorous evaluation design appropriate for the research questions to be addressed. Applications that include evaluation research should consider the feasibility of including cost/benefit analysis.

Applicants are encouraged to review evidence rating criteria at https://www.crimesolutions.gov/about_starttofinish.aspx for further information on high-quality evaluation design elements.

B. Federal Award Information

NIJ expects to make up to 10 awards of up to $150,000 each, with an estimated total amount awarded of up to $1,500,000. *Awards will be made for periods of performance of up to five years, while providing up to three years of funding within that timespan.*

Each fellowship award made under this 2018 solicitation will be for the entire fellowship term, as requested — up to a 60-month (five-year) project period. The amount requested may not exceed three years of funding ($150,000 maximum). Although the full amount is awarded upfront, after the first year each annual funding increment is withheld pending receipt and approval by NIJ of:

1) Continued active enrollment in the doctoral degree program.

2) Verification (in the form of a signed letter from the dissertation committee chair) that the doctoral student is actively carrying out research and making satisfactory progress toward the dissertation topic originally proposed (or substantively similar to that originally proposed).

Current GRF-STEM fellows should not apply to this funding opportunity. Annual funding supplements for current fellows awarded in previous fiscal years will continue to be processed as described in the solicitations under which they were originally awarded.

Each year of support includes a $35,000 allowance usable toward a salary/stipend for the student and related costs, and up to $15,000 to cover the student's tuition and fees, research expenses, and related costs. The $35,000 allowance for salary/stipend and related costs may include fringe benefits (if applicable) and health insurance, at the applicant institution's discretion. Under this solicitation, research expenses and related costs may include any combination of the doctoral student's tuition, student fees, project costs, professional society membership fees, or conference travel, among other allowed expenses during the award period of performance (see complete Budget Information, including "What will not be funded").

To allow time for (among other things) any necessary post-award review and financial clearance by OJP of the proposed budget and for any associated responses or other action(s) that may be required of the recipient, applicants should propose an award start date of January 1, 2019. Although NIJ anticipates that funds awarded under this GRF-STEM solicitation will be made available on January 1, 2019, the applicant academic institution and doctoral student are cautioned not to anticipate the availability of funds for meeting any necessary or required expenses for the 2019 Winter Quarter or Spring Semester until the requirements stipulated under Doctoral Student Eligibility have been met in full.

The total period of performance of an award will not exceed five years. The applicant's budget narrative and budget detail worksheet should reflect the entire proposed project timeline of up to three years of funding, in discrete 12-month increments. The Application for Federal Assistance (SF-424) should reflect the cumulative funding request.

Award funding may be received only while the fellow is actively enrolled in the initially identified doctoral degree program and actively carrying out research toward his/her dissertation. Should certain unforeseen and/or temporary circumstances arise that preclude the fellow from actively pursuing the dissertation research, the fellow is expected to notify NIJ via his/her academic institution representative. The fellow's award funding may be temporarily suspended at the discretion of NIJ.

Fellowship funds may be used to support only the student who was the subject of the initially reviewed and awarded application, and are not transferable to any other student.

Students do not directly receive awards. The academic institution, as the grant recipient, will be responsible for, among other things, the administration of grant funds and for distributing payments to the fellowship recipient. When an award has been activated, it is expected that the academic institution will draw down funds based on immediate disbursement/reimbursement requirements. Funds should not be paid to the doctoral student in a lump sum but rather should be disbursed over time as project costs are incurred or anticipated. Recipients should time their drawdown requests to ensure that federal cash-on-hand is the minimum needed for disbursements/reimbursements to be made immediately or within 10 days.

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

Type of Award
NIJ expects to make any award under this solicitation in the form of a grant. See Administrative, National Policy, and Other Legal Requirements, under Section F. Federal Award Administration Information, for a brief discussion of important statutes, regulations, and award conditions that apply to many (or in some cases, all) OJP grants.

Please note: Any recipient of an award under this solicitation will be required to comply with DOJ regulations on confidentiality and protection of human subjects. See "Requirements related to Research" under "Overview of Legal Requirements Generally Applicable to OJP Grants and Cooperative Agreements - FY 2018 Awards" in the OJP Funding Resource Center at https://ojp.gov/funding/index.htm.

Financial Management and System of Internal Controls

Award recipients and subrecipients (including recipients or subrecipients that are pass-through entities[1]) must, as described in the Part 200 Uniform Requirements[2] as set out at 2 C.F.R. 200.303:

(a) Establish and maintain effective internal control over the Federal award that provides reasonable assurance that [the recipient (and any subrecipient)] is managing the Federal award in compliance with Federal statutes, regulations, and the terms and conditions of the Federal award. These internal controls should be in compliance with guidance in "Standards for Internal Control in the Federal Government" issued by the Comptroller General of the United States and the "Internal Control Integrated Framework", issued by the Committee of Sponsoring Organizations of the Treadway Commission (COSO).

(b) Comply with Federal statutes, regulations, and the terms and conditions of the Federal awards.

(c) Evaluate and monitor [the recipient's (and any subrecipient's)] compliance with statutes, regulations and the terms and conditions of Federal awards.

(d) Take prompt action when instances of noncompliance are identified including noncompliance identified in audit findings.

(e) Take reasonable measures to safeguard protected personally identifiable information and other information the Federal awarding agency or pass-through entity designates as sensitive or [the recipient (or any subrecipient)] considers sensitive consistent with applicable Federal, state, local, and tribal laws regarding privacy and obligations of confidentiality.

To help ensure that applicants understand applicable administrative requirements and cost principles, OJP encourages prospective applicants to enroll, at no charge, in the DOJ Grants Financial Management Online Training, available at https://ojpfgm.webfirst.com/. (This training is required for all OJP recipients.)

Also, applicants should be aware that OJP collects information from applicants on their financial management and systems of internal controls (among other information) which is used to make award decisions. Under Section D. Application and Submission Information, applicants may access and review the OJP Financial Management and System of Internal Controls Questionnaire (https://ojp.gov/funding/Apply/Resources/FinancialCapability.pdf) that OJP requires **all** applicants (other than an individual applying in his/her personal capacity) to download, complete, and submit as part of the application.

Budget Information

What will not be funded:

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[1] For purposes of this solicitation, the phrase "pass-through entity" includes any recipient or subrecipient that provides a subaward ("subgrant") to carry out part of the funded award or program.
[2] The "Part 200 Uniform Requirements" means the DOJ regulation at 2 C.F.R Part 2800, which adopts (with certain modifications) the provisions of 2 C.F.R. Part 200.

- Applications primarily to purchase equipment, materials, or supplies. (A budget may include these items if they are necessary to conduct research, development, demonstration, evaluation, or analysis.)

- Applications for dissertation research by doctoral students who are not pursuing research related to crime, and/or the fair and impartial administration of criminal justice in the United States.

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- Direct administrative expenses or indirect costs of the institutional applicant.

- Conference, meeting or training activity hosted by the applicant. (Conference, meeting or training attendance by the fellow, if included in the fellowship application and budget, may be allowable.)

Cost Sharing or Matching Requirement

See "Cofunding" paragraph under item 4 ("Budget and Associated Documentation") under What an Application Should Include in Section D. Application and Submission Information.

Pre-agreement Costs (also known as Pre-award Costs)

Pre-agreement costs are costs incurred by the applicant prior to the start date of the period of performance of the federal award. Requests for approval of pre-agreement costs will not be considered under this solicitation.

Limitation on Use of Award Funds for Employee Compensation; Waiver

With respect to any award of more than $250,000 made under this solicitation, a recipient may not use federal funds to pay total cash compensation (salary plus cash bonuses) to any employee of the recipient at a rate that exceeds 110 percent 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[3]. The 2017 salary table for SES employees is available at the Office of Personnel Management website at https://www.opm.gov/policy-data-oversight/pay-leave/salaries-wages/salary-tables/17Tables/exec/html/ES.aspx. Note: A recipient may compensate an employee at a greater rate, provided the amount in excess of this compensation limitation is paid with non-federal funds. (Non-federal funds used for any such additional compensation will not be considered matching funds, where match requirements apply.) If only a portion of an employee's time is charged to an OJP award, the maximum allowable compensation is equal to the percentage of time worked times the maximum salary limitation.

The Director of the National Institute of Justice may exercise discretion to waive, on an individual basis, this limitation on compensation rates allowable under an award. An applicant that requests a waiver should include a detailed justification in the budget narrative of its application. An applicant that does not submit a waiver request and justification with its application should anticipate that OJP will require the applicant to adjust and resubmit the budget.

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[3] OJP does not apply this limitation on the use of award funds to the nonprofit organizations listed in Appendix VIII to 2 C.F.R. Part 200.

The justification should address, in the context of the work the individual would do under the award, the particular qualifications and expertise of the individual, the uniqueness of a service the individual will provide, the individual's specific knowledge of the proposed program or project, and a statement that explains whether and how the individual's salary under the award would be commensurate with the regular and customary rate for an individual with his/her qualifications and expertise, and for the work he/she would do under the award.

Prior Approval, Planning, and Reporting of Conference/Meeting/Training Costs
OJP strongly encourages every applicant that proposes to use award funds for any conference-, meeting-, or training-related activity (or similar event) to review carefully—before submitting an application—the OJP policy and guidance on approval, planning, and reporting of such events, available at www.ojp.gov/financialguide/DOJ/PostawardRequirements/chapter3.10a.html. OJP policy and guidance (1) encourage minimization of conference, meeting, and training costs; (2) require prior written approval (which may affect project timelines) of most conference, meeting, and training costs for cooperative agreement recipients and of some conference, meeting, and training costs for grant recipients; and (3) set cost limits, which include a general prohibition of all food and beverage costs.

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. Reasonable steps to provide meaningful access to services or benefits may include interpretation or translation services, where appropriate.

For additional information, see the "Civil Rights Compliance" section under "Overview of Legal Requirements Generally Applicable to OJP Grants and Cooperative Agreements - FY 2018 Awards" in the OJP Funding Resource Center at https://ojp.gov/funding/index.htm.

C. Eligibility Information

For eligibility information, see title page.

For information on cost sharing or match requirements, see "What an Application Should Include" in Section D. Application and Submission Information.

D. Application and Submission Information

What an Application Should Include
This section describes in detail what an application should include. An applicant should anticipate that if it fails to submit an application that contains all of the specified elements, it may negatively affect the review of its application; and, should a decision be made to make an award, it may result in the inclusion of award conditions that preclude the recipient from accessing or using award funds until the recipient satisfies the conditions and OJP makes the funds available.

Moreover, an applicant should anticipate that an application that OJP determines is nonresponsive to the scope of the solicitation, or that OJP determines does not include the application elements that NIJ has designated to be critical, will neither proceed to peer review nor receive further consideration. For this solicitation, NIJ has designated the following

application elements as critical: Program Narrative, Budget Detail Worksheet, Budget Narrative, verification of enrollment in a qualifying degree program, undergraduate and graduate transcripts (official or unofficial), and statement of support from the dissertation committee chair (or, if the student does not yet have a committee, the student's faculty advisor, department chair, departmental director of graduate studies, or an individual with similar responsibilities).

NOTE: OJP has combined the Budget Detail Worksheet and Budget Narrative in a single document collectively referred to as the Budget Detail Worksheet. See "Budget Information and Associated Documentation" below for more information about the Budget Detail Worksheet and where it can be accessed.

OJP strongly recommends that applicants use appropriately descriptive file names (e.g., "Program Narrative," "Budget Detail Worksheet," "Timelines," "Memoranda of Understanding," "Resumes") for all attachments. Also, OJP recommends that applicants include resumes in a single file.

Please review the "Note on File Names and File Types" under How to Apply to be sure applications are submitted in permitted formats.

1. **Information to Complete the Application for Federal Assistance (SF-424)**
   The SF-424 is a required standard form used as a cover sheet for submission of pre-applications, applications, and related information. Grants.gov and OJP's Grants Management System (GMS) take information from the applicant's profile to populate the fields on this form. When selecting "type of applicant," if the applicant is a for-profit entity, select "For-Profit Organization" or "Small Business" (as applicable).

   To avoid processing delays, an applicant must include an accurate legal name on its SF-424. On the SF-424, current OJP award recipients, when completing the field for "Legal Name" (box 8a), should use the same legal name that appears on the prior year award document (which is also the legal name stored in OJP's financial system.) Also, these recipients should enter the Employer Identification Number (EIN) in box 8c exactly as it appears on the prior year award document. An applicant with a current, active award(s) must ensure that its GMS profile is current. If the profile is not current, the applicant should submit a Grant Adjustment Notice updating the information on its GMS profile prior to applying under this solicitation.

   A new applicant entity should enter its official legal name in box 8a, its address in box 8d, its EIN in box 8b, and its Data Universal Numbering System (DUNS) number in box 8c of the SF-424. A new applicant entity should attach official legal documents to their applications (e.g., articles of incorporation, 501(c)(3) status documentation, organizational letterhead etc.) to confirm the legal name, address, and EIN entered into the SF-424. OJP will use the System for Award Management (SAM) to confirm the legal name and DUNS number entered in the SF-424; therefore, an applicant should ensure that the information entered in the SF-424 matches its current registration in SAM. See the How to Apply section for more information on SAM and DUNS numbers.

   Intergovernmental Review: This solicitation ("funding opportunity") **is not** subject to Executive Order 12372. (In completing the SF-424, an applicant is to answer question 19 by selecting the response that the "Program is not covered by E.O. 12372.")

2. Project Abstract

The project abstract is a very important part of the application, and serves as an introduction to the proposed project. NIJ uses the project abstract for a number of purposes, including assignment of the application to an appropriate review panel. If the application is funded, the project abstract typically will become public information and be used to describe the project.

Applications should include a high-quality project abstract that summarizes the proposed project in 250-400 words. Project abstracts not submitted in the template below should be—

- Written for a general public audience.

- Submitted as a separate attachment with "Project Abstract" as part of its file name.

- Single-spaced, using the form's standard 12-point font (with 1-inch margins).

As a separate attachment, the project abstract will **not** count against the page limit for the program narrative.

All project abstracts should follow this detailed template available at ojp.gov/funding/Apply/Resources/ProjectAbstractTemplate.pdf. Formatting cannot be altered in this template; therefore, the above formatting requirements do not apply.

3. Program Narrative

The program narrative section of the application should not exceed 12 double-spaced pages in 12-point font with 1-inch margins. If included in the main body of the program narrative, tables, charts, figures, and other illustrations will count toward the 12-page limit for the narrative section. The project abstract, table of contents, appendices, and government forms do not count toward the 12-page limit.

If the program narrative fails to comply with these length-related restrictions, NIJ may consider such noncompliance in peer review and in final award decisions.

The following sections should be included as part of the program narrative.[4]

Program Narrative Guidelines:

a. Title Page (not counted against the 12-page program narrative limit).

The title page should include:

- The title of the project

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[4] As noted earlier, if the proposed program or project reasonably could be conducted in discrete phases, with each phase resulting in completion of one or more significant, defined milestones, then NIJ strongly recommends that the applicant structure the application – specifically including the narrative, expected scholarly products, timelines/milestones, and budget detail worksheet and budget narrative – to set out each phase clearly. (In appropriate cases, the expected scholarly product(s) from a particular phase may vary from those described above.) See generally "Goals, Objectives, Deliverables, and Expected Scholarly Products" under "Program-Specific Information," above.

- Submission date

- Funding opportunity number

- Name and complete contact information (address, telephone number, and e-mail address) for both the applicant academic institution and the principal investigator (i.e., the sponsored doctoral student, if allowed by the academic institution).

- Name of the enrolled doctoral program (degree field)

- Keywords for the fields of study

b. **Resubmit Response** (if applicable) (not counted against the 12-page program narrative limit).

If an applicant is resubmitting an application presented previously to NIJ, but not funded, the applicant should indicate this. A statement should be provided, no more than two pages, addressing: (1) the title, submission date, and NIJ-assigned application number of the previous application, and (2) a brief summary of revisions to the application, including responses to previous feedback received from NIJ.

c. **Table of Contents and Figures** (not counted against the 12-page program narrative limit).

d. **Main Body**

The main body of the program narrative should describe the proposed project in depth. The following sections should be included as part of the program narrative:

- Statement of the Problem and Research Questions. This section should address the need for research in the area of study. Applicants should discuss current gaps in data, research, and knowledge. As part of this discussion, applicants should present a review of the literature and discuss previous research relevant to these problems.

  This section should identify the proposed research questions and discuss the purpose, goals, and objectives of the proposed project. The relevance of the proposed research to criminal justice in the United States should be clearly articulated, as well as the potential significance of the proposed research to the particular field of study.

- Project Design and Implementation. Applicants should provide a detailed description of the analytical methods that will be used to address the research questions. Design elements should follow directly from the project's goals and objectives. Applicants should describe the data acquisition methodology in detail and demonstrate the validity and relevance of the data to be collected. Applicants should justify the methods of data analysis

planned, address the feasibility of the project overall, speculate on potential challenges that may arise, and discuss plans to mitigate difficulties that may be encountered.

This section should include a discussion of the deliverables, including planned scholarly products and a plan for dissemination to appropriate audiences. Applicants should also identify plans, if appropriate, to make the results available to interested criminal justice practitioners and policymakers in a form that is readily accessible and useful to them.

- Capabilities/Competencies. This section should describe the experience and capabilities of the doctoral student, the research advisor or committee chair (if applicable), and the academic institution, highlighting previous experience implementing similar research. Applicants should address:

  - The preparation and qualifications of the doctoral student.

  - The academic environment and supporting resources.

  - Experience producing and disseminating research deliverables (publications and presentations).

Applicants should also outline the project's management plan and organization. This should identify the people involved in the execution of the project, their specific roles, and any framework to be used for ensuring that their tasks are fulfilled.

Include, if applicable, a description contextualizing the proposed doctoral work relative to, or within, any other work being conducted under an existing NIJ award, which must be specifically identified.

e. **Appendices** (not counted against the 12-page program narrative limit) may include:

- Bibliography/references. Attach this as a separate PDF file titled "Bibliography and References Cited."

- Any tools/instruments, questionnaires, tables/charts/graphs, or maps pertaining to the proposed project that are supplemental to, but not essential to a basic understanding of, the main body of the narrative. (Tables, charts, graphs, or other relevant illustrations that are essential for comprehension of the project/program design should be included in the main body of the narrative.)

- Curriculum vitae, resumes, or biosketches of the doctoral student and the dissertation committee chair. Attach this as a separate PDF file titled "Curriculum Vitae or Resumes."

- Personal statement from the student discussing his or her academic background, research experience, career goals, and the anticipated role of the fellowship in his or her professional trajectory, not to exceed two (2)

double-spaced pages in 12-point font with 1-inch margins. Attach this as a separate PDF file titled "Personal Statement."

- List of the student's dissertation committee (if known) and their contact information to include: names, telephone numbers, and email addresses. The dissertation chair should be clearly identified. Applicants should use the "Proposed Project Staff, Affiliation, and Roles" form available at www.nij.gov/funding/documents/nij-project-staff-template.xlsx to provide this listing.

- Proposed project timeline and expected milestones. The timeline should also include details about student progress milestones including, but not limited to, the date by which the student is expected to advance to candidacy (if applicable), any major dates in the dissemination plan, the writing of the dissertation, and an expected dissertation defense date. If any of these steps is not required by the sponsoring institution for successful completion of the doctoral degree, then such exceptions should be clearly noted. The project timeline should also allow for time needed to complete edits to the dissertation manuscript and for submission of the final dissertation to NIJ.

- To assist OJP in assessing actual or apparent conflicts of interest (including such conflicts on the part of prospective reviewers of the application), a complete list of the individuals named or otherwise identified anywhere in the application (including in the budget or in any other attachment) who will or may work (or advise or consult) on the proposed research, development, or evaluation project. This applies to all such individuals, including, for example, individuals who are or would be employees of the applicant or employees of any proposed subrecipient entity, any individuals who themselves may be a subrecipient, and individuals who may (or will) work without compensation (such as advisory board members). This appendix to the program narrative is to include, for each listed individual: name, title, employer, any other potentially-pertinent organizational affiliation(s), and the individual's proposed roles and responsibilities in carrying out the proposed project. If the application identifies any specific entities or organizations (other than the applicant) that will or may work (or advise or consult) on the proposed project, without also naming any associated individuals, the name of each such organization also should be included on this list. Applicants should use the "Proposed Project Staff, Affiliation, and Roles" form available at https://www.nij.gov/funding/documents/nij-project-staff-template.xlsx to provide this list.

If the application (including the budget) identifies any proposed non-competitive agreements that are or may be considered procurement "contracts" (rather than subawards) for purposes of federal grants administrative requirements the applicant also must list the entities with which the applicant proposes to contract. Applicants should provide this list as a separate sheet entitled "Proposed non-competitive procurement contracts."

For information on distinctions -- for purposes of federal grants administrative requirements -- between subawards and procurement contracts under awards, see "Budget and Associated Documentation," below.

- Human Subjects Protection paperwork (documentation and forms related to Institutional Review Board (IRB) review). (See nij.gov/funding/humansubjects/Pages/welcome.aspx) **Note**: Final IRB approval is not required at the time an application is submitted.

- Privacy Certificate (for further guidance go to nij.gov/funding/humansubjects/pages/confidentiality.aspx)

- List of any previous and current NIJ awards to the applicant and investigator(s), including the NIJ-assigned award numbers and a brief description of any scholarly products that resulted in whole or in part from work funded under the NIJ award(s). (See "Goals, Objectives, Deliverables, and Expected Scholarly Products" under "Program-Specific Information," above, for definition of "scholarly products.")

- List of other agencies, organizations, or funding sources to which this application has been submitted including, but not limited to, other fellowships which the doctoral student has received and the dates during which those fellowships will be active (if applicable).

- Applicants proposing to use incentives or stipends payments as part of their research project design, must submit an incentive or stipend approval request, as a separate document, according to the requirements set forth at https://www.nij.gov/funding/Pages/research-participant-costs-and-incentives.aspx

- Letters of cooperation/support or administrative agreements from organizations collaborating on the project (if applicable).

4. Budget and Associated Documentation

The Budget Detail Worksheet and the Budget Narrative are now combined in a single document collectively referred to as the Budget Detail Worksheet. The Budget Detail Worksheet is a user-friendly, fillable, Microsoft Excel-based document designed to calculate totals. Additionally, the Excel workbook contains worksheets for multiple budget years that can be completed as necessary. **All applicants should use the Excel version when completing the proposed budget in an application, except in cases where the applicant does not have access to Microsoft Excel or experiences technical difficulties.** If an applicant does not have access to Microsoft Excel or experiences technical difficulties with the Excel version, then the applicant should use the 508-compliant accessible Adobe Portable Document Format (PDF) version.

Both versions of the Budget Detail Worksheet can be accessed at https://ojp.gov/funding/Apply/Forms/BudgetDetailWorksheet.htm.

a. Budget Detail Worksheet

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

For questions pertaining to budget and examples of allowable and unallowable costs, see the DOJ Grants Financial Guide at https://ojp.gov/financialguide/DOJ/index.htm

b. **Budget Narrative**

The Budget Narrative and Budget Detail Worksheet should reflect the entire proposed project timeline of up to three years, in discrete 12-month increments. The SF-424 should reflect the total cumulative funding request. The budget narrative should thoroughly and clearly describe <u>every</u> category of expense listed in the Budget Detail Worksheet. OJP expects proposed budgets to be complete, cost effective, and allowable (e.g., reasonable, allocable, and necessary for project activities).

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

The budget narrative should be mathematically sound and correspond clearly with the information and figures provided in the Budget Detail Worksheet. The narrative should explain how the applicant estimated and calculated <u>all</u> costs, and how those costs are necessary to the completion of the proposed project. The narrative may include tables for clarification purposes, but need not be in a spreadsheet format. As with the Budget Detail Worksheet, the budget narrative should describe costs by year.

The following are sample budget narrative descriptions of relevant cost items that might be used by an applicant:

Salaries and Wages — Personnel

> **<u>Each year of support includes a $35,000 allowance usable toward the student's salary/stipend and related costs, such as fringe benefits or medical insurance. Where possible in accordance with institutional policy, academic institutions should account for the full amount of $35,000 when justifying the personnel expenses of the doctoral student.</u>**

> The Principal Investigator (i.e., the doctoral student), Mr./Ms. xxx, will devote xxx summer months and xxx academic months per year toward the project. One summer month effort is equivalent to xxx hours. One academic month effort is equivalent to xxx hours. Therefore, the salary paid to Mr./Ms. xxx in each academic month will be xxx, and in each summer month will be xxx. (Note that if a stipend will be allocated in equal disbursements each month, please provide such a description with the corresponding monthly breakdown.)

> The fringe benefit rate during the academic year for the graduate student is ___%. The summer fringe benefit rate is ___%. The benefits included in the rate cover _____.

Travel (Non-federal)

Attendance at the xxx Annual Meeting will provide an opportunity to disseminate the results of my work within the relevant academic community. The meeting will be held in xxx. The expected lodging rate is $xxx, based on xxx source, for a total of xxx nights ($xxx total). The meal allowance is $xxx per day, based on xxx source. (Note that whether the appropriate source is the federal per diem rate or a lower rate stipulated by the academic institution is at the institution's discretion.) The expected transportation cost is $xxx, based on xxx source. Other anticipated costs include an anticipated baggage fee of $xx. The total requested funding for this travel event is $xxx.

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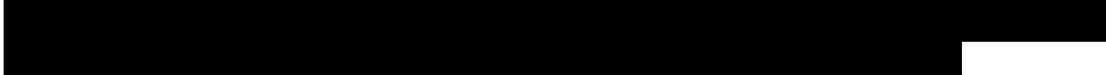
c. **Cofunding**

An award made by NIJ under this solicitation may account for up to 100 percent of the total cost of the project. The application should indicate whether it is feasible for the applicant to contribute cash, facilities, or services as non-federal support for the project. The application should identify generally any such contributions that the applicant expects to make and the proposed budget should indicate in detail which items, if any, will be supported with non-federal contributions.

For additional match information, see the Cost Sharing or Match Requirement section under Section B. Federal Award Information.

If a successful application proposes a voluntary match amount, and OJP approves the budget, the total match amount incorporated into the approved budget becomes mandatory and subject to audit.

d. **Information on Proposed Subawards (if any), as well as on Proposed Procurement Contracts (if any)**

Applicants for OJP awards typically may propose to make *subawards*. Applicants also may propose to enter into procurement *contracts* under the award.

Whether an action – for federal grants administrative purposes – is a subaward or procurement contract is a critical distinction as significantly different rules apply to subawards and procurement contracts. If a recipient enters into an agreement that is a subaward of an OJP award, specific rules apply – many of which are set by federal statutes and DOJ regulations; others by award conditions. These rules place particular responsibilities on an OJP recipient for any subawards the OJP recipient may make. The rules determine much of what the written subaward agreement itself must require or provide. The rules also determine much of what an OJP recipient must do both before and after it makes a subaward. If a recipient enters into an agreement that is a procurement contract under an OJP award, a substantially different set of federal rules applies.

OJP has developed the following guidance documents to help clarify the differences between subawards and procurement contracts under an OJP award and outline the compliance and reporting requirements for each. This information can be accessed online at https://ojp.gov/training/training.htm.

- [Subawards under OJP Awards and Procurement Contracts under Awards: A Toolkit for OJP Recipients](#).

- [Checklist to Determine Subrecipient or Contractor Classification](#).

- [Sole Source Justification Fact Sheet and Sole Source Review Checklist](#).

In general, the central question is the relationship between what the third-party will do under its agreement with the recipient and what the recipient has committed (to OJP) to do under its award to further a public purpose (e.g., services the recipient will provide, products it will develop or modify, research or evaluation it will conduct). If a third party will provide some of the services the recipient has committed (to OJP) to provide, will develop or modify all or part of a product the recipient has committed (to OJP) to develop or modify, or will conduct part of the research or evaluation the recipient has committed (to OJP) to conduct, OJP will consider the agreement with the third party a *subaward* for purposes of federal grants administrative requirements.

This will be true **even if** the recipient, for internal or other non-federal purposes, labels or treats its agreement as a procurement, a contract, or a procurement contract. Neither the title nor the structure of an agreement determines whether the agreement -- for purposes of federal grants administrative requirements -- is a *subaward* or is instead a procurement *contract* under an award. The substance of the relationship should be given greater consideration than the form of agreement between the recipient and the outside entity.

1. Information on proposed subawards

A recipient of an OJP award may not make subawards ("subgrants") unless the recipient has specific federal authorization to do so. Unless an applicable statute or DOJ regulation specifically authorizes (or requires) subawards, a recipient must have authorization from OJP before it may make a subaward.

A particular subaward may be authorized by OJP because the recipient included a sufficiently-detailed description and justification of the proposed subaward in the Program Narrative, Budget Detail Worksheet, and Budget Narrative as approved by OJP. If, however, a particular subaward is not authorized by federal statute or regulation, and is not approved by OJP, the recipient will be required, post-award, to request and obtain written authorization from OJP before it may make the subaward.

If an applicant proposes to make one or more subawards to carry out the federal award and program, the applicant should-- (1) identify (if known) the proposed subrecipient(s), (2) describe in detail what each subrecipient will do to carry out the federal award and federal program, and (3) provide a justification for the subaward(s), with details on pertinent matters such as special qualifications and areas of expertise. Pertinent information on subawards should appear not only in the Program Narrative, but also in the Budget Detail Worksheet and Budget Narrative.

2. Information on proposed procurement contracts (with specific justification for proposed noncompetitive contracts over $150,000)

Unlike a recipient contemplating a subaward, a recipient of an OJP award generally does not need specific prior federal authorization to enter into an agreement that -- for purposes of federal grants administrative requirements -- is considered a procurement contract, **provided that** (1) the recipient uses its own documented procurement procedures and (2) those procedures conform to applicable federal law, including the Procurement Standards of the (DOJ) Part 200 Uniform Requirements (as set out at 2 C.F.R. 200.317 - 200.326). The Budget Detail Worksheet and Budget Narrative should identify proposed procurement contracts. (As discussed above, subawards must be identified and described separately from procurement contracts.)

The Procurement Standards in the Part 200 Uniform Requirements, however, reflect a general expectation that agreements that (for purposes of federal grants administrative requirements) constitute procurement "contracts" under awards will be entered into on the basis of full and open competition. All noncompetitive (sole source) procurement contracts must meet the OJP requirements outlined at https://ojp.gov/training/subawards-procurement.htm. If a proposed procurement contract would exceed the simplified acquisition threshold -- currently, $150,000 -- a recipient of an OJP award may not proceed without competition unless and until the recipient receives specific advance authorization from OJP to use a non-competitive approach for the procurement. An applicant that (at the time of its application) intends – without competition – to enter into a procurement contract that would exceed $150,000 should include a detailed justification that explains to OJP why, in the particular circumstances, it is appropriate to proceed without competition.

If the applicant receives an award, sole source procurements that do not exceed the Simplified Acquisition Threshold (currently $150,000) must have written justification for the noncompetitive procurement action maintained in the procurement file. If a procurement file does not have the documentation that meets the criteria outlined in 2 C.F.R. 200, the procurement expenditures may not be allowable. Sole source procurement over the $150,000 Simplified Acquisition Threshold must have prior approval from OJP using a Sole Source Grant Adjustment Notice (GAN). Written documentation justifying the noncompetitive procurement must be submitted with the GAN and maintained in the procurement file.

e. **Pre-Agreement Costs**
For information on preagreement costs, see Section B. Federal Award Information.

5. **Indirect Cost Rate Agreement (if applicable)**

Indirect costs may be charged to an award only if:
(a) The recipient has a current (that is, unexpired), federally approved indirect cost rate; or
(b) The recipient is eligible to use, and elects to use, the "de minimis" indirect cost rate described in the Part 200 Uniform Requirements, as set out at 2 C.F.R. 200.414(f);

An applicant with a current (unexpired) federally-approved indirect cost rate is to attach a copy of the indirect cost rate agreement to the application. An applicant that does not have a current federally-approved rate may request one through its cognizant federal agency, which will review all documentation and approve a rate for the applicant entity, or, if the applicant's accounting system permits, applicants may propose to allocate costs in the direct cost categories.

For assistance with identifying the appropriate cognizant federal agency for indirect costs, please contact the Office of the Chief Financial Officer Customer Service Center at 1-800-458-0786 or at ask.ocfo@usdoj.gov. If DOJ is the cognizant federal agency, an applicant may obtain information needed to submit an indirect cost rate proposal at https://www.ojp.gov/funding/Apply/Resources/IndirectCosts.pdf.

Certain OJP recipients have the option of electing to use the "de minimis" indirect cost rate. An applicant that is eligible to use the "de minimis" rate that wishes to use the "de minimis" rate should attach written documentation to the application that advises OJP of both-- (1) the applicant's eligibility to use the "de minimis" rate, and (2) its election to do so. If an eligible applicant elects the "de minimis" rate, costs must be consistently charged as either indirect or direct costs, but may not be double charged or inconsistently charged as both. The "de minimis" rate may no longer be used once an approved federally-negotiated indirect cost rate is in place. (No entity that ever has had a federally-approved negotiated indirect cost rate is eligible to use the "de minimis" rate.) For additional eligibility requirements please see Part 200 Uniform Requirements, as set out at https://www.ecfr.gov/cgi-bin/text-idx?node=se2.1.200_1414&rgn=div8.

6. **Financial Management and System of Internal Controls Questionnaire (including applicant disclosure of high-risk status)**

Every OJP applicant (other than an individual applying in his or her personal capacity) is required to download, complete, and submit the OJP Financial Management and System of Internal Controls Questionnaire (Questionnaire) at https://ojp.gov/funding/Apply/Resources/FinancialCapability.pdf as part of its application. The Questionnaire helps OJP assess the financial management and internal control systems, and the associated potential risks of an applicant as part of the pre-award risk assessment process.

The Questionnaire should only be completed by financial staff most familiar with the applicant's systems, policies, and procedures in order to ensure that the correct responses are recorded and submitted to OJP. The responses on the Questionnaire directly impact the pre-award risk assessment and should accurately reflect the applicant's financial management and internal control system at the time of the application. The pre-award risk assessment is only one of multiple factors and criteria used in determining funding. However, a pre-award risk assessment that indicates that an applicant poses a higher risk to OJP may affect the funding decision and/or result in additional reporting requirements, monitoring, special conditions, withholding of award funds, or other additional award requirements.

Among other things, the form requires each applicant to disclose whether it currently is designated "high risk" by a federal grant-making agency outside of DOJ. For purposes of this disclosure, high risk includes any status under which a federal awarding agency provides additional oversight due to the applicant's past performance, or other programmatic or financial concerns with the applicant. If an applicant is designated high risk by another federal awarding agency, the applicant must provide the following information:

- The federal awarding agency that currently designates the applicant high risk.

- The date the applicant was designated high risk.

- The high-risk point of contact at that federal awarding agency (name, phone number, and email address).

- The reasons for the high-risk status, as set out by the federal awarding agency.

OJP seeks this information to help ensure appropriate federal oversight of OJP awards. An applicant that is considered "high-risk" by another federal awarding agency is not automatically disqualified from receiving an OJP award. OJP may, however, consider the information in award decisions, and may impose additional OJP oversight of any award under this solicitation (including through the conditions that accompany the award document).

7. **Disclosure of Lobbying Activities**
   Each applicant must complete and submit this information. An applicant that expends any funds for lobbying activities is to provide all of the information requested on the form Disclosure of Lobbying Activities (SF-LLL) posted at https://ojp.gov/funding/Apply/Resources/Disclosure.pdf. An applicant that does not expend any funds for lobbying activities is to enter "N/A" in the text boxes for item 10 ("a. Name and Address of Lobbying Registrant" and "b. Individuals Performing Services").

8. **Additional Attachments**

   a. **Certification of full-time enrollment in a STEM doctoral program at the time of application (REQUIRED).** Attach this as a separate PDF file titled "Certification of Enrollment."

   b. **Statement of support from the dissertation committee chair or the doctoral student's faculty advisor, department chair, departmental director of graduate studies, or individual with similar responsibilities, as applicable (REQUIRED).** Attach this as a separate PDF file titled "Statement of Support."

   c. **Undergraduate and graduate transcripts, either official or unofficial (REQUIRED).** Attach this as a separate PDF file titled "Undergraduate and Graduate Transcripts."

   d. **Applicant disclosure of pending applications[5]**
      Each applicant is to disclose whether it has (or is proposed as a subrecipient under) any pending applications for federally-funded grants or cooperative agreements that (1) include requests for funding to support the same project being proposed in the application under this solicitation, and (2) would cover the identical cost items outlined in the budget submitted to OJP under this solicitation. The applicant is to disclose both applications made directly to federal awarding agencies, and also applications for subawards of federal funds (e.g., applications to State agencies that will subaward ("subgrant") federal funds).

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

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[5] Typically, the applicant is **not** the principal investigator. Rather, the applicant, most frequently, is the institution, organization, or company in which the principal investigator is employed.

Each applicant that has one or more pending applications as described above is to provide the following information about pending applications submitted within the last 12 months:

- The federal or State funding agency

- The solicitation name/project name

- The point of contact information at the applicable federal or State funding agency

Federal or State Funding Agency	Solicitation Name/Project Name	Name/Phone/E-mail for Point of Contact at Federal or State Funding Agency
DOJ/Office of Community Oriented Policing Services (COPS)	COPS Hiring Program	Jane Doe, 202/000-0000; jane.doe@usdoj.gov
Health and Human Services/ Substance Abuse and Mental Health Services Administration	Drug-Free Communities Mentoring Program/North County Youth Mentoring Program	John Doe, 202/000-0000; john.doe@hhs.gov

Each applicant should include the table as a separate attachment to its application. The file should be named "Disclosure of Pending Applications." The applicant's Legal Name on the application must match the entity named on the disclosure of pending applications statement.

Any applicant that does not have any pending applications as described above is to submit, as a separate attachment, a statement to this effect: "[Applicant Name on SF-424] does not have (and is not proposed as a subrecipient under) any pending applications submitted within the last 12 months for federally-funded grants or cooperative agreements or for subawards under federal grants or cooperative agreements) that request funding to support the same project being proposed in this application to OJP and that would cover the identical cost items outlined in the budget submitted as part of this application."

e. **Research and Evaluation Independence and Integrity**

When an application proposes research (including research and development) and/or evaluation, the applicant must demonstrate research/evaluation independence and integrity, including appropriate safeguards, before it may receive award funds. The applicant must demonstrate independence and integrity regarding both this proposed research and/or evaluation, and any current or prior related projects.

Each application should include an attachment that addresses **both** i. and ii. below.

i. For purposes of this solicitation, each applicant is to document research and evaluation independence and integrity by including one of the following two items:

    a. A specific assurance that the applicant has reviewed its application to identify any actual or potential apparent conflicts of interest (including through review of pertinent information on the principal investigator, any co-principal investigators, and any subrecipients), and that the applicant has identified no such conflicts of interest – whether personal or financial or organizational (including on the part of the applicant entity or on the part of staff, investigators, or subrecipients) – that could affect the independence or integrity of the research, including the design, conduct, and reporting of the research.

<div align="center">OR</div>

    b. A specific description of actual or potential apparent conflicts of interest that the applicant has identified – including through review of pertinent information on the principal investigator, any co-principal investigators, and any subrecipients – that could affect the independence or integrity of the research, including the design, conduct, or reporting of the research. These conflicts may be personal (e.g., on the part of investigators or other staff), financial, or organizational (related to the applicant or any subrecipient entity). Some examples of potential investigator (or other personal) conflict situations are those in which an investigator would be in a position to evaluate a spouse's work product (actual conflict), or an investigator would be in a position to evaluate the work of a former or current colleague (potential apparent conflict). With regard to potential organizational conflicts of interest, as one example, generally an organization would not be given an award to evaluate a project, if that organization had itself provided substantial prior technical assistance to that specific project or a location implementing the project (whether funded by OJP or other sources), because the organization in such an instance might appear to be evaluating the effectiveness of its own prior work. The key is whether a reasonable person understanding all of the facts would be able to have confidence that the results of any research or evaluation project are objective and reliable. Any outside personal or financial interest that casts doubt on that objectivity and reliability of an evaluation or research product is a problem and must be disclosed.

ii. In addition, for purposes of this solicitation, each applicant is to address possible mitigation of research integrity concerns by including, at a minimum, one of the following two items:

    a. If an applicant reasonably believes that no actual or potential apparent conflicts of interest (personal, financial, or organizational) exist, then the applicant should provide a brief narrative explanation of how and why it reached that conclusion. The applicant also is to include an explanation of the specific processes and procedures that the applicant has in place, or will put in place, to identify and prevent (or, at the very least, mitigate) any such conflicts of interest pertinent to the funded project during the period of performance. Documentation that may be helpful in this regard may include organizational codes of ethics/conduct and policies regarding organizational,

personal, and financial conflicts of interest. There is no guarantee that the plan, if any, will be accepted as proposed.

OR

b. If the applicant has identified actual or potential apparent conflicts of interest (personal, financial, or organizational) that could affect the independence and integrity of the research, including the design, conduct, or reporting of the research, the applicant is to provide a specific and robust mitigation plan to address each of those conflicts. At a minimum, the applicant is expected to explain the specific processes and procedures that the applicant has in place, or will put in place, to identify and eliminate (or, at the very least, mitigate) any such conflicts of interest pertinent to the funded project during the period of performance. Documentation that may be helpful in this regard may include organizational codes of ethics/conduct and policies regarding organizational, personal, and financial conflicts of interest. There is no guarantee that the plan, if any, will be accepted as proposed.

OJP will assess research and evaluation independence and integrity based on considerations such as the adequacy of the applicant's efforts to identify factors that could affect the objectivity or integrity of the proposed staff and/or the applicant entity (and any subrecipients) in carrying out the research, development, or evaluation activity; and the adequacy of the applicant's existing or proposed remedies to control any such factors.

How to Apply
Applicants must register in and submit applications through Grants.gov, a primary source to find federal funding opportunities and apply for funding. Find complete instructions on how to register and submit an application at https://www.grants.gov/web/grants/support.html. Applicants that experience technical difficulties during this process should call the Grants.gov Customer Support Hotline at **800**-**518**-**4726** or **606–545–5035**, which operates 24 hours a day, 7 days a week, except on federal holidays.

Important Grants.gov update. Grants.gov has updated its application tool. The legacy PDF application package is being phased out and will be retired on December 31, 2017. Grants.gov Workspace is now the standard application method for applying for grants. OJP applicants should familiarize themselves with the Workspace option now. For complete information and instructions on using Workspace (and other changes), go to the Workspace Overview page at https://www.grants.gov/web/grants/applicants/workspace-overview.html.

Registering with Grants.gov is a one-time process; however, **processing delays may occur, and it can take several weeks** for first-time registrants to receive confirmation of registration and a user password. OJP encourages applicants to **register several weeks before** the application submission deadline. In addition, OJP urges applicants to submit applications at least 72 hours prior to the application due date, in order to allow time for the applicant to receive validation messages or rejection notifications from Grants.gov, and to correct in a timely fashion any problems that may have caused a rejection notification.

OJP strongly encourages all prospective applicants to sign up for Grants.gov email notifications regarding this solicitation at https://www.grants.gov/web/grants/manage-subscriptions.html. If

this solicitation is cancelled or modified, individuals who sign up with Grants.gov for updates will be automatically notified.

Browser Information: Grants.gov was built to be compatible with Internet Explorer. For technical assistance with Google Chrome, or another browser, contact Grants.gov Customer Support.

Note on Attachments. Grants.gov has two categories of files for attachments: "mandatory" and "optional." OJP receives all files attached in both categories. Attachments are also labeled to describe the file being attached (e.g., Project Narrative, Budget Narrative, Other, etc.) Please ensure that all required documents are attached in the correct Grants.gov category and are labeled correctly. Do not embed "mandatory" attachments within another file.

Note on File Names and File Types: Grants.gov <u>only</u> permits the use of <u>certain</u> <u>specific</u> characters in file names of attachments. Valid file names may include <u>only</u> the characters shown in the table below. Grants.gov rejects any application that includes an attachment(s) with a file name that contains <u>any</u> characters not shown in the table below. Grants.gov forwards successfully-submitted applications to the OJP Grants Management System (GMS).

Characters
Upper case (A – Z)
Lower case (a – z)
Underscore (__)
Hyphen (-)
Space
Period (.)

Special Characters		
Parenthesis ( )	Curly braces { }	Square brackets [ ]
Ampersand (&)*	Tilde (~)	Exclamation point (!)
Comma (,)	Semicolon (;)	Apostrophe (')
At sign (@)	Number sign (#)	Dollar sign ($)
Percent sign (%)	Plus sign (+)	Equal sign (=)

*When using the ampersand (&) in XML, applicants must use the "&" format.

GMS does not accept executable file types as application attachments. These disallowed file types include, but are not limited to, the following extensions: ".com," ".bat," ".exe," ".vbs," ".cfg," ".dat," ".db," ".dbf," ".dll," ".ini," ".log," ".ora," ".sys," and ".zip." GMS may reject applications with files that use these extensions. It is important to allow time to change the type of file(s) if the application is rejected.

All applicants are required to complete the following steps:

Unique Entity Identifier (DUNS Number) and System for Award Management (SAM)
Every applicant entity must comply with all applicable System for Award Management (SAM) and unique entity identifier (currently, a Data Universal Numbering System [DUNS] number) requirements. SAM is the repository for certain standard information about federal financial assistance applicants, recipients, and subrecipients. A DUNS number is a unique nine-digit identification number provided by the commercial company Dun and Bradstreet. More detailed information about SAM and the DUNS number is in the numbered sections below.

If an applicant entity has not fully complied with the applicable SAM and unique identifier requirements by the time OJP makes award decisions, OJP may determine that the applicant is not qualified to receive an award and may use that determination as a basis for making the award to a different applicant.

Registration and Submission Steps

1. **Acquire a unique entity identifier (currently, a DUNS number).** In general, the Office of Management and Budget requires every applicant for a federal award (other than an individual) to include a "unique entity identifier" in each application, including an application for a supplemental award. Currently, a DUNS number is the required unique entity identifier.

   This unique entity identifier is used for tracking purposes, and to validate address and point of contact information for applicants, recipients, and subrecipients. It will be used throughout the life cycle of an OJP award. Obtaining a DUNS number is a free, one-time activity. Call Dun and Bradstreet at 866–705–5711 to obtain a DUNS number or apply online at www.dnb.com. A DUNS number is usually received within 1-2 business days.

2. **Acquire or maintain registration with SAM.** All applicants for OJP awards (other than individuals) must maintain current registrations in the SAM database. Applicants will need the authorizing official of the organization and an Employer Identification Number (EIN). An applicant must be registered in SAM to successfully register in Grants.gov. Each applicant must **update or renew its SAM registration at least annually** to maintain an active status. SAM registration and renewal can take as long as 10 business days to complete (2 more weeks to acquire an EIN).

   An application cannot be successfully submitted in Grants.gov until Grants.gov receives the SAM registration information. Once the SAM registration/renewal is complete, **the information transfer from SAM to Grants.gov can take as long as 48 hours.** OJP recommends that the applicant register or renew registration with SAM as early as possible.

   Information about SAM registration procedures can be accessed at www.sam.gov.

3. **Acquire an Authorized Organization Representative (AOR) and a Grants.gov username and password**. Complete the AOR profile on Grants.gov and create a username and password. An applicant entity's "unique entity identifier" (DUNS number) must be used to complete this step. For more information about the registration process for organizations and other entities, go to https://www.grants.gov/web/grants/applicants/organization-registration.html.

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

5. **Search for the funding opportunity on Grants.gov.** Use the following identifying information when searching for the funding opportunity on Grants.gov. The Catalog of Federal Domestic Assistance (CFDA) number for this solicitation is 16.562, titled *"Criminal Justice Research and Development Graduate Research Fellowships,"* and the funding opportunity number is NIJ-2018-13638

6. **Download Funding Opportunity and Application Package from Grants.gov**. After finding and selecting this funding opportunity, choose the desired download option by selecting "Apply Now Using Workspace" or "Download the Legacy Application Package."

Keep in mind that Grants.gov is phasing out the option to download the legacy PDF application package, and it will not be available for use after December 31, 2017. After this date, applicants must use Grants.gov Workspace. Enter your email address to be notified of any changes to the opportunity package before the closing date.

7. **Submit a valid application consistent with this solicitation by following the directions in Grants.gov.** Within 24-48 hours after submitting the electronic application, the applicant should receive two notifications from Grants.gov. The first will confirm the receipt of the application. The second will state whether the application has been validated and successfully submitted, or whether it has been rejected due to errors, with an explanation. It is possible to first receive a message indicating that the application is received, and then receive a rejection notice a few minutes or hours later. Submitting an application well ahead of the deadline provides time to correct the problem(s) that caused the rejection. **Important:** OJP urges each applicant to submit its application **at least 72 hours prior** to the application due date, to allow time to receive validation messages or rejection notifications from Grants.gov, and to correct in a timely fashion any problems that may have caused a rejection notification. Applications must be successfully submitted through Grants.gov by 11:59 p.m. eastern time on March 12, 2018.

Click https://www.grants.gov/web/grants/applicants/organization-registration.html for further details on DUNS numbers, SAM, and Grants.gov registration steps and timeframes.

Note: Application Versions
If an applicant submits multiple versions of the same application, OJP will review only the most recent system-validated version submitted.

Experiencing Unforeseen Grants.gov Technical Issues
An applicant that experiences unforeseen Grants.gov technical issues beyond its control that prevent it from submitting its application by the deadline must contact the Grants.gov Customer Support Hotline at https://www.grants.gov/web/grants/support.html or the SAM Help Desk (Federal Service Desk) at https://www.fsd.gov/fsd-gov/home.do to report the technical issue and receive a tracking number. The applicant must e-mail the NIJ contact identified in the Contact Information section on the title page **within 24 hours after the application deadline** to request approval to submit its application after the deadline. The applicant's e-mail must describe the technical difficulties, and must include a timeline of the applicant's submission efforts, the complete grant application, the applicant's DUNS number, and any Grants.gov Help Desk or SAM tracking number(s).

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

The following conditions generally are insufficient to justify late submissions:

- Failure to register in SAM or Grants.gov in sufficient time (SAM registration and renewal can take as long as 10 business days to complete. The information transfer from SAM to Grants.gov can take up to 48 hours.)

- Failure to follow Grants.gov instructions on how to register and apply as posted on its website

- Failure to follow each instruction in the OJP solicitation

- Technical issues with the applicant's computer or information technology environment, such as issues with firewalls or browser incompatibility

Notifications regarding known technical problems with Grants.gov, if any, are posted at the top of the OJP Funding Resource Center at https://ojp.gov/funding/index.htm.

E. Application Review Information

Review Criteria
Applications that meet basic minimum requirements will be evaluated by peer reviewers using the following review criteria. Each individual criterion is assigned a different weight based on the percentage value listed. For example, the first criterion, Statement of the Problem, is worth 25 percent of the score in the assessment of the application's technical merit.

Statement of the Problem and Research Questions (Understanding of the problem and its importance) – 25%

1. Clarity of the problem statement and research questions.

2. Demonstrated awareness of the state of current research.

3. Connection between the problem and the proposed research.

4. Demonstrated relevance of the proposed research to criminal justice in the United States.

5. Potential significance of the proposed research to the field of study.

Project Design and Implementation (Quality and technical merit) – 50%

1. Detailed and complete discussion of proposed research methods.

2. Soundness of the research methods and appropriateness to the proposed study.

3. Awareness of potential limitations of the research plan and proposed practical solutions.

4. Feasibility of proposed project.

Capabilities/Competencies (Capabilities, demonstrated productivity, and experience of the applicant organization and proposed project staff) – 25%

1. Qualifications of the doctoral student, including:

    a. Undergraduate record

b. Graduate coursework completed

c. Relevant work and/or research experience

d. Leadership roles

e. Publication record

2. Academic environment and supporting resources of the applicant institution, degree program, and graduate advisor (if applicable).

Budget

In addition, peer reviewers will consider and may comment on the following additional items in the context of scientific and technical merit.

1. Appropriateness of requested research expenses and related costs to the proposed dissertation research.

2. Use of existing resources to conserve costs

Plan for Dissemination to Broader Audiences (if applicable to the proposed project)

Peer reviewers may comment—in the context of scientific and technical merit—on the proposed plan (if any) to produce or to make available to broader interested audiences, such as criminal/juvenile justice practitioners or policymakers, summary information from the planned scholarly products of the project.

Review Process

OJP is committed to ensuring a fair and open process for making awards. NIJ reviews the application to make sure that the information presented is reasonable, understandable, measurable, and achievable, as well as consistent with the solicitation.

Peer reviewers will review the applications submitted under this solicitation that meet basic minimum requirements. For purposes of assessing whether an application meets basic minimum requirements and should proceed to further consideration, OJP screens applications for compliance with those requirements. Although specific requirements may vary, the following are common requirements applicable to all solicitations for funding under OJP programs:

- The application must be submitted by an eligible type of applicant.

- The application must request funding within programmatic funding constraints (if applicable).

- The application must be responsive to the scope of the solicitation.

- The application must include all items designated as "critical elements."

- The applicant must not be identified in SAM as excluded from receiving federal awards.

For a list of the critical elements for this solicitation, see "What an Application Should Include" under Section D. Application and Submission Information.

Peer review panels will evaluate, score, and rate applications that meet basic minimum requirements. NIJ may use internal peer reviewers, external peer reviewers, or a combination, to assess applications on technical merit using the solicitation's review criteria. An external peer reviewer is an expert in the subject matter of a given solicitation who is not a current DOJ employee. An internal reviewer is a current DOJ employee who is well-versed or has expertise in the subject matter of this solicitation. Peer reviewers' ratings and any resulting recommendations are advisory only, although reviewer views are considered carefully. Other important considerations for NIJ include underserved populations, geographic diversity, strategic priorities, and available funding, as well as the planned scholarly products and the extent to which the budget detail worksheet and budget narrative accurately explain project costs that are reasonable, necessary, and otherwise allowable under federal law and applicable federal cost principles.

Pursuant to the Part 200 Uniform Requirements, before award decisions are made, OJP also reviews information related to the degree of risk posed by applicants. Among other things to help assess whether an applicant that has one or more prior federal awards has a satisfactory record with respect to performance, integrity, and business ethics, OJP checks whether the applicant is listed in SAM as excluded from receiving a federal award. In addition, if OJP anticipates that an award will exceed $150,000 in federal funds, OJP also must review and consider any information about the applicant that appears in the non-public segment of the integrity and performance system accessible through SAM (currently, the Federal Awardee Performance and Integrity Information System; "FAPIIS").

Important note on FAPIIS: An applicant, at its option, may review and comment on any information about itself that currently appears in FAPIIS and was entered by a federal awarding agency. OJP will consider any such comments by the applicant, in addition to the other information in FAPIIS, in its assessment of the risk posed by the applicant.

The evaluation of risks goes beyond information in SAM, however. OJP itself has in place a framework for evaluating risks posed by applicants for competitive awards. OJP takes into account information pertinent to matters such as --

1. Applicant financial stability and fiscal integrity

2. Quality of the applicant's management systems, and applicant's ability to meet prescribed management standards, including those outlined in the DOJ Grants Financial Guide

3. Applicant's history of performance under OJP and other DOJ awards (including scholarly products, and compliance with reporting requirements and award conditions), as well as awards from other federal agencies

4. Reports and findings from audits of the applicant, including audits under the Part 200 Uniform Requirements

5. Applicant's ability to comply with statutory and regulatory requirements, and to effectively implement other award requirements.

All final award decisions for research programs will be made by the Director of the National Institute of Justice, who may take into account not only peer review ratings and NIJ recommendations, but also other factors as indicated in this section.

F. Federal Award Administration Information

Federal Award Notices

Award notifications will be made by September 30, 2018. OJP sends award notifications by email through GMS to the individuals listed in the application as the point of contact and the authorizing official (E-Biz POC and AOR). The email notification includes detailed instructions on how to access and view the award documents, and steps to take in GMS to start the award acceptance process. GMS automatically issues the notifications at 9:00 p.m. eastern time on the award date.

For each successful applicant, an individual with the necessary authority to bind the applicant will be required to login; execute a set of legal certifications and a set of legal assurances; designate a financial point of contact; thoroughly review the award, including all award conditions; and sign and accept the award. The award acceptance process requires physical signature of the award document by the authorized representative and the scanning and submission of the fully-executed award document to OJP.

Administrative, National Policy, and Other Legal Requirements

If selected for funding, in addition to implementing the funded project consistent with the OJP-approved application, the recipient must comply with all award conditions, as well as all applicable requirements of federal statutes and regulations (including applicable requirements referred to in the assurances and certifications executed in connection with award acceptance). OJP strongly encourages prospective applicants to review information on post-award legal requirements and common OJP award conditions **prior** to submitting an application.

Applicants should consult the "Overview of Legal Requirements Generally Applicable to OJP Grants and Cooperative Agreements - FY 2018 Awards", available in the OJP Funding Resource Center at https://ojp.gov/funding/index.htm. In addition, applicants should examine the following two legal documents, as each successful applicant must execute both documents before it may receive any award funds. (An applicant is not required to submit these documents as part of an application.)

- Certifications Regarding Lobbying; Debarment, Suspension and Other Responsibility Matters; and Drug-Free Workplace Requirements

- Certified Standard Assurances

The webpages accessible through the "Overview of Legal Requirements Generally Applicable to OJP Grants and Cooperative Agreements - FY 2018 Awards" are intended to give applicants for OJP awards a general overview of important statutes, regulations, and award conditions that apply to many (or in some cases, all) OJP grants and cooperative agreements awarded in FY 2018. Individual OJP awards typically also will include additional award conditions. Those additional conditions may relate to the particular statute, program, or solicitation under which the

award is made; to the substance of the funded application; to the recipient's performance under other federal awards; to the recipient's legal status (e.g., as a for-profit entity); or to other pertinent considerations.

General Information about Post-Federal Award Reporting Requirements

In addition to the deliverables and expected scholarly products described in Section A. Program Description, any recipient of an award under this solicitation will be required to submit the following reports and data.

Required reports. Recipients typically must submit quarterly financial reports, annual 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. Applicants should anticipate that progress reports will be required to follow the non-budgetary components of the Research Performance Progress Report (RPPR) template/format. General information on RPPRs may be found at www.nsf.gov/bfa/dias/policy/rppr/. Future awards and fund drawdowns may be withheld if reports are delinquent. (In appropriate cases, OJP may require additional reports.)

Awards that exceed $500,000 will include an additional condition that, under specific circumstances, will require the recipient to report (to FAPIIS) information on civil, criminal, and administrative proceedings connected with (or connected to the performance of) either the OJP award or any other grant, cooperative agreement, or procurement contract from the federal government. Additional information on this reporting requirement appears in the text of the award condition posted on the OJP webpage at https://ojp.gov/funding/FAPIIS.htm.

Data on performance measures. In addition to required reports, an award recipient under this solicitation also must provide data that measure the results of the work done under the award. To demonstrate program progress and success, as well as to assist DOJ with fulfilling its responsibilities under the Government Performance and Results Act of 1993 (GPRA), Public Law 103-62, and the GPRA Modernization Act of 2010, Public Law 111–352, OJP will require any award recipient, post award, to provide performance data listed as part of regular progress reporting. Successful applicants will be required to access OJP's performance measurement page at www.ojp.gov/performance to view the specific reporting requirements for this grant program.

G. Federal Awarding Agency Contact(s)

For questions directed to the Federal Awarding Agency, see NCJRS contact information on the title page.

For contact information for Grants.gov, see the title page.

H. Other Information

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

All applications submitted to OJP (including all attachments to applications) are subject to the federal Freedom of Information Act (FOIA) and to the Privacy Act. By law, DOJ may withhold information that is responsive to a request pursuant to FOIA if DOJ determines that the

responsive information either is protected under the Privacy Act or falls within the scope of one of nine statutory exemptions under FOIA. DOJ cannot agree in advance of a request pursuant to FOIA not to release some or all portions of an application.

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

For example, if OJP receives a request pursuant to FOIA for an application submitted by a nonprofit or for-profit organization or an institution of higher education, or for an application that involves research, OJP typically will contact the applicant/recipient that submitted the application and ask it to identify -- quite precisely -- any particular information in the application that the applicant/recipient believes falls under a FOIA exemption, the specific exemption it believes applies, and why. After considering the submission by the applicant/recipient, OJP makes an independent assessment regarding withholding information. OJP generally follows a similar process for requests pursuant to FOIA for applications that may contain law-enforcement sensitive information.

Provide Feedback to OJP
To assist OJP in improving its application and award processes, OJP encourages applicants to provide feedback on this solicitation, the application submission process, and/or the application review process. Provide feedback to OJPSolicitationFeedback@usdoj.gov.

IMPORTANT: This e-mail is for feedback and suggestions only. OJP does not send replies from this mailbox to messages it receives in this mailbox. Any prospective applicant that has specific questions on any program or technical aspect of the solicitation **must** use the appropriate telephone number or e-mail listed on the front of this solicitation document to obtain information. These contacts are provided to help ensure that prospective applicants can directly reach an individual who can address specific questions in a timely manner.

If you are interested in being a reviewer for other OJP grant applications, please e-mail your resume to ojppeerreview@l-secb.com. (Do not send your resume to the OJP Solicitation Feedback email account.) **Note:** Neither you nor anyone else from your organization or entity can be a peer reviewer in a competition in which you or your organization/entity has submitted an application.

Application Checklist

Graduate Research Fellowship in Science, Technology, Engineering, and Mathematics

This application checklist has been created as an aid in developing an application.

What an Applicant Should Do:

Prior to Registering in Grants.gov:
_____ Acquire a DUNS Number (see page 31)
_____ Acquire or renew registration with SAM (see page 31)
To Register with Grants.gov:
_____ Acquire AOR and Grants.gov username/password (see page 31)
_____ Acquire AOR confirmation from the E-Biz POC (see page 31)
To Find Funding Opportunity:
_____ Search for the funding opportunity on Grants.gov (see page 31)
_____ Download Funding Opportunity and Application Package (see page 31)
_____ Sign up for Grants.gov email notifications (optional) (see page 29)
_____ Read Important Notice: Applying for Grants in Grants.gov
_____ Read OJP policy and guidance on conference approval, planning, and reporting available at ojp.gov/financialguide/DOJ/PostawardRequirements/chapter3.10a.htm (see page 14)
After Application Submission, Receive Grants.gov Email Notifications That:
_____ (1) application has been received
_____ (2) application has either been successfully validated or rejected with errors (see page 32)
If no Grants.gov receipt, and validation or error notifications are received:
_____ Please refer to the section: Experiencing Unforeseen Grants.gov Technical Issues (see page 32)

Overview of Post-Award Legal Requirements:

_____ Review the Overview of Legal Requirements Generally Applicable to OJP Grants and Cooperative Agreements - FY 2018 Awards in the OJP Funding Resource Center at https://ojp.gov/funding/index.htm.

Scope Requirement:

_____ The federal amount requested is within the allowable limit of $150,000 maximum request.

Eligibility Requirement: See cover page.

What an Application Should Include:

_____ Application for Federal Assistance (SF-424) (see page 15)
_____ Project Abstract (see page 16)
_____ Program Narrative (critical element) (see page 16)
_____ Budget Detail Worksheet (critical element) (see page 20)
_____ Budget Narrative (critical element) (see page 21)
_____ Indirect Cost Rate Agreement (if applicable) (see page 24)

_____ Financial Management and System of Internal Controls Questionnaire
(see page 12)
_____ [Disclosure of Lobbying Activities (SF-LLL)](#)   (see page 26)
_____ Additional Attachments
    _____ Verification of current enrollment (<u>critical element</u>)
    (see page 6)
    _____ Statement of support (<u>critical element</u>)   (see page 6)
    _____ Undergraduate and graduate transcripts (<u>critical element</u>)
    (see page 6)
    _____ Applicant Disclosure of Pending Applications (see page 26)
    _____ Research and Evaluation Independence and Integrity
    (see page 27)
_____ Request and Justification for Employee Compensation; Waiver (if applicable)
(see page 13)

Funding Webinar Transcript

On Thursday, February 1, 2018, NIJ hosted a webinar that provided an overview of our open solicitations for Graduate Research Fellowships in Social and Behavioral Sciences as well as STEM.

Following are the transcript and slide presentation from that webinar.

MARY JO GIOVACCHINI: Good afternoon everyone, and welcome to today's webinar, Graduate Research Fellowship Programs at NIJ, hosted by the National Institute of Justice. At this time, I would like to introduce your presenters, Gregory Dutton and Eric Martin of the National Institute of Justice.

GREGORY DUTTON: All right. Thank you, Mary Jo. This is Greg Dutton. Good afternoon everyone. Thank you all for attending. Many of you may not already be familiar with NIJ. The National Institute of Justice is the research and development agency of the U.S. Department of Justice. Our mission is to bring science to issues of crime and justice for the benefit of the nation. I'd encourage all of you to visit our website nij.gov to see the range of work that NIJ does. We're primarily a funding agency that funds external research and laboratory capacity. An important part of supporting any research community is developing the scientific workforce for the future. So NIJ has long supported a graduate research fellowship program. In fact, this was one of NIJ's first programs decades ago. The goal is to increase the pool of researchers who work on problems that are relevant to our mission. And we do this by supporting PhD students whose research is relevant to crime and justice.

For the past several years, the program has had two parallel program tracks. STEM, Science, Technology, Engineering and Math, and SBS, Social and Behavioral Sciences. At this point, we'd like to open up the poll and invite you to identify which of the tracks you're more interested in. I see the poll is open, so that'll be opened. In a minute or so we'll let you know what the results are.

So solicitations. We post invitations to apply, which we call solicitations, every year. The two current GRF solicitations have been released {and} are open now and are available on the website. These are the documents that list the specific application requirements and give you detailed instructions on how to apply. The two GRF tracks have very similar requirements with some notable differences that we'll talk about today. But please remember the solicitation documents are the ultimate authority on the application requirements. The application deadline this year for both is March 12th.

So I'd like to first give some information about the GRF-STEM Program, that's the program that I manage. For those of you who are interested in SBS, be patient, and we'll get to that soon. The GRF-STEM Program has two basic requirements. Current enrollment in a PhD program in an accredited U.S. university in a STEM field, and the thesis project must have some demonstrative relevance to criminal justice. So two very

basic eligibility requirements for the student. The fellowship is meant to support a student during the research, writing, and defense phases. It includes a stipend of $35,000 a year. This can include what's often classified as fringe expenses like health insurance. But it's meant for the financial support of the student. Also, up to $15,000 annually for tuition fees, and expenses including lab supplies, conference travels, things like that. And it gives up to three years of support within a five-year period. So it allows for unpaid leaves of absence if necessary.

Okay. Is the poll complete? All right. So it looks like it's a pretty good split, there's more Social and Behavioral Sciences than STEM, about three to two, which is a good thing. We'll get to SBS very soon.

Couple more points about STEM. All STEM fields are eligible. So we're not looking to draw arbitrary distinctions. Since a lot of research these days-—many programs are multidisciplinary or interdisciplinary. So we show here just some examples of eligible fields, but all fields that would be considered STEM are eligible. An important point to make for GRF-STEM, and this is a distinction from the SBS side, is that for STEM you can apply at any stage in your degree program, as long as you're enrolled in an eligible PhD program. We've been trying to expand our applicant pool by attracting students earlier in their graduate careers. So you can apply for and be awarded a fellowship, a STEM Fellowship, and hold it inactive, but the funds won't be available until you're thesis topic is approved by your committee. There are some annual requirements to stay in good standing to continue to receive annual funding increments under GRF-STEM. So you can see we require every year verification of continued enrollment and a letter from your committee chair confirming that you're making adequate progress on your project. The program requires annual progress reports where you report on the progress of your project, report publications and presentations, and then a final deliverable is the copy of your defended thesis.

And GRF-STEM has awarded over 60 new Fellows in the past several years. You can see all of their project abstracts on our website. But I wanted to give just a couple of specific examples of NIJ GRF-STEM Fellows. Katherine Gettings was a 2011 Fellow. Her thesis dealt with correlating Ancestry and Phenotype SNPs with conventional Forensic DNA Markers. She's now a staff scientist at NIST. Christy Mancuso is a 2014 Fellow. Her thesis deals with evaluating the potential for isotopic analysis of human fingernails for investigative and forensic purposes. And she plans to defend it later this year.

We anticipate awarding up to 10 new GRF-STEM Fellows for 2018. And we encourage all eligible applicants to apply. Now, I will turn the presentation over to Eric Martin who will give details about GRF-SBS. Eric?

ERIC MARTIN: Hello, everyone. My name is Eric Martin. Thank you Greg, you did an excellent job. I am the social science analyst that is managing the GRF-Social and Behavioral Science Program. I'm going to follow pretty much the same format that Greg

did, and also highlight some of the notable differences between SBS and STEM. So that you don't get confused at the time of submission. For GRF-SBS Program, we give up to $32,000 to support the final phase of the dissertation research. This is, as Greg said, a notable difference from the STEM program, where STEM may be iterative we issue one award for the final phase of Ph.D. candidacy dissertation. You need to be currently enrolled in a PhD program in an SBS discipline. And again, this is important to note, to receive grant funds, you need to have completed your coursework, comprehensive exams, and have advanced to candidacy. This is a question we often receive because we allow potential applicants to apply if they haven't already advanced to candidacy at the time of application. But they need to be there in order to receive grant funds and if this applies to you, you need to be specific in their timeline of when you expect that advancement to candidacy. Similar to all our grantees, GRF-SBS Program Fellows submit bi-annual progress reports and then the official copy of the defended dissertation is the final grant deliverable.

Last year we issued four Fellowships for a total of $127,000. Here are two of our notable Fellows, just to give you an idea of some of the topics we've funded in the past. Lallen Johnson was a 2010 Fellow from Temple and he studied Drug Market Violence primarily, and now he is at Drexel University. And then Naomi Sugie was a 2013 Fellow from Princeton and she did her work in Reentry and Collateral Consequences, and now she's at University of California, Irvine. One important thing to note, about our GRF-SBS Fellows—and I'm sure the same applies for the STEM Fellows as well—it's just a great entry into NIJ. Our past Fellows often serve as peer reviewers, they submit other research to our grant solicitations. And we really want to encourage on-going relationships. So I commend you all that you're interested in this program, and it is a great way to start a career of federally funded research.

Some important FYIs on the GRF-SBS side. Again, students must be in the final stages of their doctoral research. SBS Fellowship only support PhD and other social and behavioral science doctoral students, such as the Doctor of Education. MS or JD programs are not eligible. And as I said before, SBS funds are one time awards. Additional funding will not be made available. And then finally, successful applicants should clearly state how the research supports DOJ priorities, and these are listed right at the outset of the solicitation. So consult those as you begin thinking about your application.

And these are some points of information that apply to both GRF-STEM and SBS Programs. The academic institution is the official applicant. We get this question a lot and it can be confusing. If you are attending X University, X University is applying for this Fellowship, and you are the primary investigator or a key personnel. So, international students studying in the U.S. at an American institution may apply because the applicant is the academic institution. Academic institutions outside the U.S. are not eligible. And then also institutional review board approval for human subjects is not required at the time of application. And that's consistent through many NIJ programs. But again we ensure IRB protection as part of the research, but you don't have to have

IRB approval at the time you apply. The student must be enrolled in an eligible PhD program at the time of application and the proposed thesis topic must have relevance to criminal justice. And then finally— before I pass it off back to Greg, what we suggest you do is download the applicable solicitation, and review it for your eligibility. Contact your university grants office. Greg and I recommend doing this early. For many of you, this may be your first time applying for federal funding and they're an excellent resource for you as you navigate all the required materials and create an action plan to get those materials in on time. And then, just a perfect segue into the next point. Start assembling application materials early. Write up the program narrative, ask for letters of support early, obtain enrollment verification. We're going to talk towards the end of this presentation on basic minimum requirements. And those all need to be met for a successful application to proceed further by the application deadline, which for both solicitations is March 12th, 2018. So, now I will pass it back to Greg.

GREGORY DUTTON: Thanks Eric. Okay. So let's say that you determine that you're eligible and you're interested in applying. And you're ready to write your proposal and submit your application. There are a few important things to keep in mind as you build your proposal, so let's walk through the review process that happens after submission of the application. The very first thing we do after all applications are received is an internal review for basic minimum requirements and for responsiveness. And again a note, look at the solicitation for the details of all of these requirements.

So basic minimum requirements, what are those? For GRF-STEM, the basic minimum requirements are defined in the "what an application should include" section of the solicitation. These are labeled as critical elements and you should read criticalas meaning "mandatory." So if your application doesn't have these, it will be automatically rejected at the outset-- it won't go any further for review. So it's critical that you make sure that these are in your application package. For STEM, the basic minimum requirement documents are program narrative, so that's the heart of your proposal. A budget detail worksheet, budget narrative, verification of enrollment, undergraduate and graduate transcripts, and a statement of support from your committee chair, thesis adviser or similar person. We suggest that you use descriptive file names to ensure that internal and external reviewers don't miss any critical elements in your proposal. And again, the solicitations give a lot more detail about what each of these elements should contain, and there are links to NIJ resources and examples. So that was for GRF-STEM. The requirements for SBS are similar but a little different. So we'll go through those, and Eric can chime in if I get anything wrong here. …

ERIC MARTIN: Okay. Will do.

GREGORY DUTTON: For GRF-SBS, the basic minimum requirements are defined, again, in the "what an application should include" section of the solicitation, and again these are labeled as critical elements, meaning mandatory. They must be submitted with the application or it won't go any further for review. For SBS, the basic minimum requirements are a program narrative (that's your proposal), budget detail worksheet,

budget narrative, resumes and CVs, bibliography and references, a project timeline, and a statement of support from your committee chair, thesis advisor, or similar person. Again, look at the solicitation for all the specific details. So those are the basic minimum requirements for SBS. Moving on from that, we look at responsiveness. Earlier, we described the scope of the GRF-Program and who's eligible to apply. So what might make an application non-responsive? The key place to look for this is in the "what will not be funded" section of the solicitation. There's a list of items that could result in an application failing our review for responsiveness. The main one for GRF, would be if the thesis research doesn't have demonstrated relevance to crime or criminal justice. But again, go to the solicitation for a full list. We encourage you to read this carefully.

So, all proposals that meet the basic minimum requirements and are determined to be responsive will then move to External Peer Review. We convene panels of appropriate scientists to review the proposals. Knowing what the panels will focus on and what they'll score your applications on, can help you in the development of a good proposal. These are the review criteria that are detailed in the solicitations. So again, we're going to look at both programs. They have specific review criteria that are very similar, but slightly different.

First we're going to look at STEM. For GRF-STEM, there are three scored review criteria that are considered by the reviewers. Statement of the problem, project design and implementation, and capabilities and competencies. Note the weight in the pie chart given to each criterion. The most important factor, 50%, is project design and implementation, or scientific merit. So make sure that this is the strongest part of your proposal. To facilitate review of the experimental design by reviewer, you should be very clear and detailed about your research hypotheses, proposed sampling methods, experiments, instrumentation, methodology, data analysis, et cetera. The solicitation gives some detail in both what an application should include as well as review criteria sections that can help you in writing your proposal to this criterion. Statement of the problem, 25% weight, is important in that it encompasses clarity of research questions as well as relevance to criminal justice and potential significance to your particular field of study. Capabilities and competencies is 25%. This is particularly important for a fellowship program like GRF since it considers your preparation, qualifications, scholarly record, and honors. Reviewers will also consider the academic environment of your institution, program, and advisor. I should note that peer review scores that are based on these review criteria are the primary consideration in award decisions. So, pay attention to these review criteria as you write your proposals and assemble your applications.

For GRF-SBS, there are four scored review criteria that are considered by reviewers. Again, statement of the problem and research questions, project design and implementation, capabilities and competencies, and also potential impact. Again, note the weights that are given to these criteria. The most important factor again, 50%, is the project design and implementation. So, make sure that this is the strongest part of your proposal. To facilitate review at the project design, again, you should be clear and

detailed about your research hypotheses, proposed sampling methods, data analysis, etcetera. The solicitation gives additional detail in what an application should include as well as the review criteria that can assist you in writing your proposal to this criterion. And again, statement of the problem, for SBS is 20%. Capabilities and competencies is 10%. Potential impact is 20%. That deals with potential for a significant, scientific, or technical advance that will improve criminal or juvenile justice in the United States. Eric, do you have anything to add on the SBS review criteria?

ERIC MARTIN: Thanks, Greg. Not really, one thing I would say, though, and this is applicable to both, the budgets are not rated in the peer review criteria but it's still important to be clear in the budget. They're not rated as—there's probably not going to be a lot of variation in the budget. But, one, they're still a basic minimum requirement for both GRF-STEM and SBS. And also, it is important to really clearly convey what the monies are going to be used for to NIJ and the peer reviewers and also it's very good practice for additional federal funding to really work through the budget detail worksheet and the budget narrative. And then the last thing I would say is, just make sure that, especially in the project design and implementation, it is clear and logical that an outside reader can understand what the design is proposing to accomplish, how it's going to be measured, that kind of thing. And, again, I think that's applicable to both SBS and STEM. Thanks, Greg.

GREGORY DUTTON: Yeah, Eric. That's a good point. So, the reviewers are going to be appropriate to your field of study, but they may not be expert in that exact field. I think Eric's point, that they need your proposals to be readable by and an informed scientific reader. I think that's a great point. So, program timeline, we wanted to give you a sense of the GRF timeline for 2018. In past, the awarding timeline has been challenging and difficult, and we have, this year, we believe, established the timeline that we can meet and that we think will meet your needs. So, here's the timeline for 2018. So, generally NIJ posts solicitations once a year. This year, the GRF solicitations posted January 11th, and they close March 12th. Proposals are received through Grants.gov. Your university will submit that on your behalf, so you'll be giving them all the application elements that they'll need: program narrative, you'll help them develop the budget, but they're going to be the ones to submit it in Grants.gov. So, don't wait until the end to contact your university about submitting. And another recommendation I have: often, the Grants Office in your university is called something like Office of Sponsored Projects or Office of Sponsored Research, but a good thing to do is contact your adviser who will be well-versed in dealing with the appropriate University Office and can get you in touch with the right people. So, get in touch with them early. Proposals are received through Grants.gov. They're internally reviewed by NIJ. We described that. And then they're externally peer reviewed. Then awards are made. Grant awards are typically made by the end of the federal fiscal year, late September. So, awards should be announced by September 30th and that should be a reliable date. The fellowships can have start dates of January 1st, 2019 or later —depending on your needs, but they can't start any earlier. Funds can be--may be available at that time if all the award conditions are satisfied. For example, thesis topic approval, IRB approvals, so if any of those requirements are

pending, funds may not be available right away. So, between the time that awards are announced and January 1st, there'll be some time to clear up any of those remaining requirements or, of course, if your topic isn't approved then the award just stays dormant until it's approved and you notify us. All right—you can find a lot of additional information on the NIJ website, nij.gov, especially under the funding and awards tab, which has a lot of information about current funding opportunities, previous year solicitations and previously made awards, as well as forthcoming funding opportunities. So, if you're interested in looking at past fellows, you can go there so you can see what we've funded in the past through this and other programs. Also, you can sign up for e-mail updates when solicitations post for other opportunities. For more information, we definitely encourage you to go to nij.gov/GRF for the program page. And just to mention some of the other resources that are available to you, so we're going to answer some questions in the Q and A portion of the webinar. We'll get to that shortly, but just wanted to show you some of the other places you can look for information. So, the program page, nij.gov/GRF. For questions about the application requirements, you should contact NCJRS. So, we show you here phone contact and web chat contact information for NCJRS. All of this information is also on the solicitations. For technical issues with application submission, Grants.gov should be contacted directly, but again you won't be doing that, your university will be doing it. For a lot of common questions, you can also consult our online frequently asked questions or the transcript of this webinar when it's posted later. Unfortunately, the one thing that you can't do is contact NIJ program Staff—that's us— while the solicitation is open and we're accepting applications. In order to maintain fair and open competition, NIJ program staff doesn't give guidance on research scope and project design, but we do look forward to answering your questions today and seeing your applications soon. So with that, we will move towards the Q and A section of the webinar.

GREGORY DUTTON: Yes. So, we have some previously received questions that many of you submitted when you registered. So, we'd like to discuss some of those. Right now, we'll start with some of those and then we'll get into some of the questions that you're submitting in the Q and A feature of the webinar. We noticed that there were a lot of questions pre-submitted about eligibility. So, many of these topics, we may have hit during the webinar, but I'd like to just reiterate. So some of the questions are, "Are fellowships available to students who are not U.S. citizens but attend graduate school here?" Yes. So, as long as—so, the eligible applicant is the institution, it's the university. So an accredited U.S. institution with a qualifying PhD program qualifies. Citizenship of the student isn't considered. "Can you apply without being in a graduate program?" No. So, for both STEM and SBS, you must be currently enrolled, correct, Eric? For SBS?

ERIC MARTIN: Yes. You have to be currently enrolled full-time to receive award funding.

GREGORY DUTTON: Yeah. So you have to be enrolled in a qualifying doctoral program. I have another question, "I'm a doctoral student in my first year. I've not yet completed my coursework. Am I eligible to apply for the fellowship?" Yes, you can apply. Definitely STEM, you can apply at any point as long as you're enrolled. You can be awarded a fellowship, but funds won't be released until you get to the point where your thesis topic is approved by your committee. And I think for SBS, it's a similar requirement, right?

ERIC MARTIN: Yes. You—it is possible to apply, but just to reiterate, you need to be— for SBS, you need to be advanced to candidacy by the time you receive grand funding. And, again, in the timeline, if you have yet to advance to candidacy, you need to specifically state when that would be. So, it needs to be in the project—proposed project period timeline.

GREGORY DUTTON: Okay. Let's see. I have another question here, interesting question about studies, "Where data collection occurs internationally, could that be funded if the Doctoral Institution is American and the research questions are relevant to U.S. criminal justice?" Yes. So the location where data collection happens wouldn't be significant as long as you're enrolled in a U.S. University and the research is relevant to criminal justice in the U.S., there would be no problem with eligibility there. I'm going to hit a couple more of these. Let's see. "Are there any time restraints on eligibility, that is, must you be in the first year of graduate program as in the NSF-GRFP?" No. So for the NIJ-GRF Programs, you can be at any stage in the program so the SBS is focusing mostly—it's more like a dissertation support.

ERIC MARTIN: Yeah. For the final stage.

GREGORY DUTTON: So it's mostly people who are kind of near the end. STEM, we're happy to get you earlier in your--in your program, but you can apply at any point as long as you're enrolled. You can be near the beginning. You can be near the end. You're eligible. But the funding won't be available until you're at the research phase where your topic is approved and you're working on research. I have another question. "I'm working on a project jointly with two other PhD students. We are all eligible. Would we apply for a single fellowship between us?" No. You need to apply individually as an individual student. You could—you're all welcome to apply—each one of you apply— and your university can submit applications for each one of you, but these fellowships are meant to support one student. So, you would want to submit your own application and your colleagues may want to submit their own as well. "How does one apply for the fellowship? Must an application go through a University's Office of sponsored projects?" Yes, absolutely. So you cannot apply as an individual. It needs to go through your university, find the right office, and work through them. So, you're going to, you know, they're very experienced with submitting applications for federal funding. So, they'll help you read the solicitation but you're going to have to give them the application elements that only you can provide so the program narrative, that's the proposal. You know, your—you're going to have to get your letter of support from your committee

chair, so you're going to need to help them assemble those but they'll bring it all together and submit. "What are some common mistake--" here's a good question. "What are some common mistakes to avoid making when applying for this grant?" So the biggest one is make sure that all of those critical application elements that we talked about in basic minimum requirements, make sure that all of those are in. So, make sure that your University Office has all of those and submits them all. The most common mistake is leaving out some important mandatory documents. And I would say on the—on the end of crafting your proposal, I think an important thing is to try to write early and revise. So, you know, write a draft of your—of your—of your research proposal, give it to your adviser, give it to, you know, other grad student peers, because, you know, they can give you a valuable feedback as, you know, as an outside reader and so you can only improve your application by having it read by others. Let's see. Let's look at some of the other questions.

MARY JO GIOVACCHINI: We have quite a few questions that came through today. One that I believe came through the chat and I'm going to address that one, I'll read that one first. "For knowledge dissemination, example, conference attendance, date from submission, September 2019 to acceptance and attendance may fall outside of the first year—one-year fellowship SBS. Is that acceptable when asking for conference travel in the budget?"

ERIC MARTIN: If—I would saythis—our applicants use award funds for the project period, and with any allowable cost that you put in your budget, it's important to give a clear justification for that in the budget narrative. So, if it is, you know, clear and it benefits the research, our peer reviewers, NIJ staff, and others will review the appropriate notes. Other than that, I can't, you know, comment on the appropriateness of one or the other. But conference travel costs are appropriate to put in and just make sure that it is a clear justification for why that is happening.

MARY JO GIOVACCHINI: Next question. "Is the secondary—is secondary data analysis acceptable for SBS Fellowship?"

ERIC MARTIN: Yes. SBS Fellowships, where we—as Greg said in the presentation, both programs look for appropriateness and relevance and then also the basic minimum requirements as they first cut. We're looking more at the appropriateness of the question, the research topic, and if secondary data analysis is appropriate to answer those questions, then yes. SBS doesn't dictate what data should be used.

MARY JO GIOVACCHINI: We have quite a few questions. But before we move on, and just a reminder, when you submit your questions, please use the Q&A tabs and please select All Panelist. Some of them are being sent privately and it's very easy for us to overlook those and we don't want to miss anybody's questions. So the next question we have, "My institution uses a system-to-system application program. Can I apply through that rather than workspace/grants.gov?"

GREGORY DUTTON: So your university might have their own internal system to assemble the application elements but they will need to ultimately submit through Grants.gov. So I suspect that it's an internal system that you might have but your university Office of Sponsored Research will be submitting eventually through Grants.gov. So just ask them what they would like you to do to assemble the application.

MARY JO GIOVACCHINI: If I'm taking my last elective course but my—but I am a candidate, would I still be eligible for SBS?

ERIC MARTIN: Again, review all the requirements before you apply and receive those funds and they are in the solicitation, and right in the solicitation to receive funds, you have to have completed all required coursework, pass qualifying comprehensive exams, and advance the candidacy, and that's on page six, in the middle of the page, on the GRF-SBS.

MARY JO GIOVACCHINI: Is it possible to get samples of successfully funded proposals?

GREGORY DUTTON: So we don't have full proposals that are available. You can go and look at abstracts of funded fellows but their proposals are confidential. You could reach out to one and ask them if they would share with you but we can't post that publicly.

MARY JO GIOVACCHINI: We do have a question again, asking to go over the basic minimum requirements for the STEM solicitation.

GREGORY DUTTON: Yeah. So for STEM, going back basic minimum requirements. So Program Narrative, so that's your proposal. Budget Detail Worksheet and Narrative, basically describing all the budget request elements that you're making. Verification of enrollment, and then the Statement of support from your committee chair or advisor or somebody equivalent to that. Any questions about strictly some of those or--what's that?

MARY JO GIOVACCHINI: Transcript.

GREGORY DUTTON: Oh, transcript. I'm sorry. Thank you. My mistake, I left that off. Yes, thank you. Close reading, thank you. Undergraduate and graduate transcripts are required, too. That's—I think that's a new requirement this year or last year. My apologies. Again, the solicitation is the ultimate authority for these requirements. So, please always verify with the solicitation. And those are—you know, we think that the transcripts are important for the reviewers to get a sense of, you know, your preparation.

I noticed that there was another question asking—so we talked about peer reviewers for these and they were saying, are the peer reviewers, our peers graduate students? No,

it's not. So, really the peer reviewers here are the equivalent to your advisors. So, they're experienced scientists who have advised many, many graduate students in the past. So, we feel that they're the best readers of your applications.

MARY JO GIOVACCHINI: If one is collaborating with a local criminal justice agency such as probation or jail, would it be important to include a letter of support from the agency in the application?

ERIC MARTIN: I would say although not a requirement in a, like, basic minimum requirement that Greg was just talking about, but if any type of letter that supports the research that can be obtained, definitely submit. So, I hope that answers the question.

MARY JO GIOVACCHINI: In the year 2019, how many SBS grants does NIJ expect to fund?

ERIC MARTIN: In the solicitation, we hope to fund 10. But that number is always an estimate going forward. There are a number of different considerations that go into NIJ's—the amount of awards it actually funds.

GREGORY DUTTON: Yeah. So, it depends on the availability of funding which can vary year to year. But if you look at the number of fellows awarded in the past, that's usually a good guide. And again, the solicitations anticipate 10 new fellows under each track for this year.

MARY JO GIOVACCHINI: Are GXE studies evaluating polygenic risks, genetic risks appropriate for SBS fellowship?

ERIC MARTIN: Again, I would go back to the solicitation. And as Greg said, it is hard to say, like, the type of research or type of method being used if that would be applicable or not or if it's falling into our criteria. But if the student is enrolled in an SBS discipline and is proposing research that meets the scope of the solicitation that's relevant to crime and criminal justice, then, you know, how that research is being executed, the data, and the methods being used are really up to the applicant and, you know, their ability to show that that's an appropriate method. And the—again, refer back to the solicitation and those criteria are spelled out. So, if the applicant meets those criteria to finding a solicitation, yeah, that would be appropriate.

MARY JO GIOVACCHINI: What is the latest fellowship—what is the late—excuse me. I apologize. What is the latest a fellowship may start? For example, if my university follows the regular academic year, would it be possible to request a start date for the fall semester, example, August 2019?

GREGORY DUTTON: Yes. So, you could request a start date to match up with fall semester. Because of the difficulty in us getting awards out to meet the beginning of the fall semester, we moved to a model where funds can be available for the beginning of

spring semester. But if that's not convenient for you, you could request a fall 2019 semester start date. But another question coming up is could we start before January 1st? No. So, your start date should be January 1st, 2019 or later.

MARY JO GIOVACCHINI: There's a similar question, Greg, about a January 1st start date, but regarding data collection. So, if the data collection is underway starting December 2018, but I will not need funding during this time. Am I disqualified for submitting an application if I begin my data collection prior to January 1st, 2019?

GREGORY DUTTON: No, no, no. That would be fine. There's no problem with that. So, if you've got, you know, prior data, good for you. There's no problem with that.

MARY JO GIOVACCHINI: Can an university accept any portion of the award for administrative costs?

GREGORY DUTTON: Yeah. So, currently after solicitations are written, they could. We—in the past, the program has disallowed indirect and administrative cost. But the—so, our parent agency, Office of Justice Programs, is currently crafting an agency-wide policy on indirect cost. So, that may be revised. We're anticipating that that will be revised by the time the solicitation closes. So I would say currently indirect costs are allowed. Administrative fees, I don't believe. Look at the solicitation carefully. But anticipate an OJP indirect cost policy coming out and the solicit—these solicitations being revised to reflect that policy before the end date.

MARY JO GIOVACCHINI: How detailed does the timeline need to be in terms of activities prior to the funding period? IRB, proposal defense, et cetera. And is the timeline part of the narrative or separate document?

ERIC MARTIN: For GRF-SBS, we ask that the timeline be submitted as part of a basic minimum requirement and it can be a standalone document. As far as how detailed, it is—it should be or it needs to be—that's hard to comment on. You know, it's definitely a case-by-case basis. But as a good rule of thumb, I would say if the timeline can be understand—understood by an external reader and clearly shows what activities are going to be accomplished in the award period, I think that's a good rule to go by. Again, beyond that, I can't really comment on anybody's individual timeline.

MARY JO GIOVACCHINI: Eric, this one will be for you, too, as well.

ERIC MARTIN: Okay.

MARY JO GIOVACCHINI: In SP—in SBS solicitation on page seven, it indicates that human subjects paperwork and privacy certifications are not required at the time of application, but those are listed as part of the appendices on page 18 under what an application should include. Can you please confirm which one to follow?

ERIC MARTIN: Yes. We—applicants do not need to have IRB approval to submit their application. If they have IRB approval, submit that. That is—that's where the confusion comes from. IRB approval is not required at the time of application. But if you have it, it gives you a portal and a reminder to submit those materials.

MARY JO GIOVACCHINI: What about the privacy act and certifications for human subjects? Should that be submitted with the application?

ERIC MARTIN: Again, same as, you know, we just said.

MARY JO GIOVACCHINI: Okay.

ERIC MARTIN: It's not a requirement at the time of application. But if it is already obtained, you know, if you have IRB approval for your privacy certificate, please submit that with the application.

MARY JO GIOVACCHINI: How much do you weigh a student's advisor's track record with securing federal funding?

GREGORY DUTTON: So, I wouldn't—I wouldn't say that…

ERIC MARTIN: Oh, go ahead.

GREGORY DUTTON: Oh, go ahead.

ERIC MARTIN: Oh, I was just going to say I think we're probably going to say the same thing, Greg. In the solicitation, we give the criteria of capabilities and competencies. And I believe, you know, within that obviously your question would fall. But we can't—we can't speak to any individual case and…

GREGORY DUTTON: Okay. Yeah. So, I wouldn't think that securing funding would necessarily be as important as publication history and also experience with advising other Ph.D. students. But, yeah, so, academic environment is part of the consideration.

ERIC MARTIN: And it's important to know within this, there are, you know, external peer reviews, internal NIJ staff review. So, a number of people are going to be reviewing any given proposal or application. So, it's hard to say we can't make a definitive statement as to what external peer reviewers or internal review may—any given reader or reviewer may say.

MARY JO GIOVACCHINI: Can grantees—can grantees hold other grants simultaneously with a GRF-SBS?

GREGORY DUTTON: Eric, I can—I can jump in. I think what I'd say applies to SBS as well as STEM.

ERIC MARTIN: Sure.

GREGORY DUTTON: So, yes, you can hold other grants. But it couldn't be paying—it couldn't be duplicating the funding. So, if you have another—if you hold another federal graduate fellowship, for one thing you'd need to disclose that when you apply, so there's a disclosure of pending applications which includes current funding. And if you're, if you're currently supported by another federal fellowship program, then we couldn't duplicate that funding. Now, if you had some other form of support that's, say, not necessarily supporting you specifically but, say, you have another grant--there's another grant that's paying for supplies—travel that doesn't duplicate what would be requested under the fellowship, then that will be fine. But those are the kind of things that would be--that would need to be worked out at the time that an award might be offered or accepted. Those things need to be disclosed. You can't get duplicate federal funding under two programs for the same thing.

ERIC MARTIN: And information about the disclosure is in the solicitation, you know, walk you through how to make that disclosure.

GREGORY DUTTON: Yup. Can I—so I'm just going to jump down to a couple of other questions that I can get real fast here. One of the questions was, "Who should be listed as the PI, the student or the advisor?" We suggest that the student be listed as the PI, if the university allows it. Some universities won't allow that, then, you should put your advisor. But ask them. We prefer you to be listed. And, oh, another question here that I see that overlaps with the last one we've talked about, "Are there employment opportunities during the fellowship?" So I think this means, you know, can you work while you're holding the fellowship? You could. You'd need to work that out with your university. The university may have requirements for the effort that you put into while you're being supported. NIJ isn't monitoring those things. We craft these fellowships with the intent that it's sufficient to support you during your research. But you would need to work that out with your university if they would allow you outside employment.

GREGORY DUTTON: Okay. So it's at 2:00, I think we can keep going to answer some more questions while we're here, that sound okay? Let me see. "Do you need all transcripts or just transcripts for the current PhD program?" So, undergraduate and graduate transcripts are required for GRF-STEM. Give us as many as you have. If you have—if you were enrolled in another program, give us those.

Another question for transcripts, "If I've attended law school, but I'm currently in a PhD program, do I need that transcript as well?" I'd—it may not be necessarily required, but if you've got it, why not give it. It would probably give a fuller picture of your background in preparation to reviewers.

ERIC MARTIN: And, Greg, if I can just piggyback on what you're saying, I think that…

GREGORY DUTTON: Yeah.

ERIC MARTIN: …applies to a lot of these questions. Like a letter of support from a participating agency. Like whatever you could obtain, even if it's not a basic minimum requirement, it just supports that application. There is—I don't think we've ever ran into a situation where there was too much info about a candidate presented. I hope that helps.

GREGORY DUTTON: Yeah, that's right. We have some budget questions that maybe we can address. So one of them was, "Is it appropriate to include tuition in a budget?" Tuition is allowable on the STEM Program within that $15,000 tuition fees and other expenses category. So, yes, certainly for STEM. SBS, Eric?

ERIC MARTIN: Yes, and I would even submit that question to NCJRS just so I can give you a formal answer.

GREGORY DUTTON: Okay.

ERIC MARTIN: Because I don't mean to defer, but I—yes, go ahead and submit that to NCJRS and we can give you a formal answer right now.

GREGORY DUTTON: Yup, good idea.

MARY JO GIOVACCHINI: Do you want me to read that one?

GREGORY DUTTON: What was that one again?

MARY JO GIOVACCHINI: "Can out—can outside lab be contract--contracted if your new--current university does not have the capacity to run specific tests?"

GREGORY DUTTON: Yeah, that could certainly be eligible. So, again, in STEM, under that up to $15,000 for research expenses, that would be a research expense. So if you—if you needed to do some contract analysis elsewhere, you can include that in the research expenses category.

MARY JO GIOVACCHINI: There's a question here about award period.

GREGORY DUTTON: Yup.

MARY JO GIOVACCHINI: So, is the SBS award made for a period of one year? Meaning, the award is given in January 2019 until December 2019. Can it be awarded for a shorter period of time, for example, five months or until the academic end of the academic year?

ERIC MARTIN: Typically our awards are made in one year periods. But again, if you only need support for those five months and your dissertation will be defended and you can submit it to us, five months is fine as long as you can justify in the budget what monies are going and your justification for that—those funds. One thing I would say too, we have had in the past that's not, it doesn't happen often, but these awards can be, are eligible for a no-cost extension, that's on a case-by-case basis. And then, you know, as with all NIJ grants, there, you know, it's not automatic that you're allowed in no-cost extension, but GRF fellowships are eligible for a no-cost extension. But just to reiterate the difference between SBS and STEM, we only make one-time awards. We won't issue a new award continuation with additional funds.

GREGORY DUTTON: So there are some questions about whether or not specific programs or disciplines are allowable, say, or eligible, under STEM. And without getting into them specifically, I would say read the solicitation and apply if you're eligible. We're not looking to exclude anyone. So, I gave you the, during the presentation, you know, a list of possible fields. Those are just a few. But anything that might be reasonably considered STEM and you could look, say, for at NSF or National Academies probably have some degree program taxonomies that might give you guidance. But we're not looking to exclude anybody. If you reasonably think you're STEM and want to apply, please go ahead and apply.

MARY JO GIOVACCHINI: There's a quick question here, I think it'll be an easy one to answer. What do you mean by "descriptive file names" a term that you used for the Internal Review and Responsiveness discussion?

GREGORY DUTTON: So I just meant including in the, in the names of the, you know, electronic files that you're giving, something that tags what's in there. So, Program Narrative, so if you got a PDF of the Program Narrative, put, you know, programnarrative.pdf or something that will indicate what's in there. Reviewers find it frustrating if they have to hunt and search.

MARY JO GIOVACCHINI: This is another good question, "The Social and Behavior Fellowship Solicitation contains many items that were not listed and the basic minimum requirement such as applicant disclosure or pending application, research evaluation, and dependence, et cetera, do I need all of these appendix?"

ERIC MARTIN: That's a very good question. There are multiple stages of the process.

GREGORY DUTTON: Can I…

ERIC MARTIN: To…

GREGORY DUTTON: Maybe I can take it, Eric. So…

ERIC MARTIN: Sure.

GREGORY DUTTON: …there are a lot of things that eventually you will need before, you know, you could get funding under an award. But there are fewer things that are absolutely required at the point of application. Those absolutely required ones are the basic minimum requirements, right?

GREGORY DUTTON: If you don't have those, your application is going nowhere. But the list of all the other things, you know, that's solicited under what your application should include, those are necessary too, but it won't get your application bumped. If you have those things together and available when you're ready to apply, please include them.

ERIC MARTIN: But they're—they will be required for an award. Like you will have to…

GREGORY DUTTON: Yeah, you won't get money until you…

ERIC MARTIN: …need a—yeah.

GREGORY DUTTON: Yes, yes.

ERIC MARTIN: An integrity statement and all that.

GREGORY DUTTON: Yup.

ERIC MARTIN: And I do have—and I apologize to interrupt the flow, I do have, I was able to obtain verification on a previous question. Tuition and fees are allowed on allowable expense under Social and Behavioral Sciences. We just don't have the carve out that STEM does. But it is an allowable expense for that previous question. And I just wanted to confirm before I said it because I didn't want to give any false info.

GREGORY DUTTON: So there's a question, "Is there a page limit for the appendices, Budget Narrative, et cetera?" There's no page limit, but I would say the solicitation do get some guidance into page limits. Please work with those. And the biggest thing that I can say is, think about your reviewers, you know. Give them as much information as you think they need to understand your proposal. But if there's a page limit and you are giving them a ton over that, you may be taxing the attention of your reviewers and that might not help you. So we strongly suggest that you abide by the page limits. But no, there are no specific limits for appendixes. "Can you budget for less than the full award amount?" You can. So I would say for STEM, we certainly encourage full use of the $35,000 stipend, we think that's reasonable. The $15,000, the up to $15,000 tuition fees and other category, just depends on what you need. So only request what you need under that category. But you can certainly request less than the maximum. But there's no benefit to you of lowballing budget. There's absolutely no benefit. So, please request what you need and we don't encourage lowballing because that does not come into consideration for…

ERIC MARTIN: And that applies to all NIJ solicitations. And I mean the GRF program is a little different because our awards are small and pretty much supports the students. But for any solicitation—or application rather—submitted to NIJ, just make sure that the budget and the Budget Narrative are clear, I think that's the most important thing that an external reader can understand what funds are needed and where those funds are going.

GREGORY DUTTON: Okay. All right. So we have a question for STEM Projects, "Can two students from the same research group apply if they have different projects but use similar techniques? Would that hurt the chances of getting the award?" They're perfectly welcome to apply. They can both apply, you know, with their own proposals. Would it hurt the chances? No, not necessarily. So, each application is reviewed independently from all others. So the reviewers look at each application and score against their review criteria, so they're not comparing between applications. So, yes, they're welcome to apply. So we have another question, "Does the dissertation have to be defended by the end of the fellowship year or can this deliverable come after an additional writing year funded separately from this fellowship?" Certainly for STEM, no, it doesn't have to be. We, for GRF, we would encourage no-cost extensions. So if you've used up your funding period but you haven't yet defended, you know, that certainly happens. We'd encourage you to use a no-cost extension to keep the Fellowship open, even if there's no longer any money available, but to keep it open so that once you do defend, your thesis can be attached to the project to show your successful Fellowship. So, no, it doesn't have to be defended by the end of the year. And I think that's true as well for SBS.

ERIC MARTIN: Yeah. The one thing I would say with SBS, again, we're a little different than STEM. These awards are for candidates and their final phase of dissertation, research, and writing. Just to make sure that your timeline and your budget are clear, and that they complement each other. If something happens and the project goes longer than anticipated, that does happen in life. We understand that. And as I said earlier, and like Greg just said, these awards are open to a no-cost extension, if that is needed. Again, I can't say that that would, there's a hundred percent surety that those would be granted, but it is eligible.

GREGORY DUTTON: We have a few questions about numbers of applications and numbers of awards. "How many applications are submitted each year?" So on the STEM side, the numbers of applications has been growing. Last year we had about 60, and we made 20 awards last year. Last year, each award was only made for the initial year. Students could apply for two more years after that. So that's why we have 20 last year, but this year we're only anticipating making 10, because this year we're going to make the awards for the full amount, the full three years. So we have a slightly reduced number of awards we anticipate to make this year under STEM, about 10. But that's just because the total funding amount is going to be a little larger this year. But, again,

STEM has been stable that the awards have been for about $50,000 total per year for each fellow.

We had some questions about priorities of topics, especially, under STEM. I want to talk about that. Some of the questions, for example, "Are there any priority areas that NIJ is interested in funding for the 2018 cycle?" "Are the operational requirements set forth in the forensic science technology working group as important today as they were?" So the topic of what specific research topics we might be looking for, under GRF, we're really interested in supporting students, right? So the goal, the program, and ultimate outcome is a productive new researcher. So we're not, in this program, specifically looking at what are the topics that we—that we—that we have highest priority. So we—we're not ranking them by priority areas. Having said that, if you look at the solicitation, or the STEM solicitation, it does give you some guidance into topics that you might—you might consider. So if you look at page five in the STEM solicitation, it talks about some of the topic areas under STEM that might be relevant to criminal justice. So we give some—we give a list of areas that are encouraged. We also give some links to, as the questionnaire noted, forensic science technology working group has a great list of, sort of, the needs of the forensic community. So these are just things that you might consider, but they're by no means a requirement, and picking one topic over another does not give you any priority.

MARY JO GIOVACCHINI: We have a question here. "How many SBS applications are received each year?"

ERIC MARTIN: They're pretty steady, between 50 to 70 applications a year.

MARY JO GIOVACCHINI: Perfect. Okay. We're just looking at the questions, and we'll—"If an application is funded, is there any room for the project design to be adjusted or altered, if it needed—if needed, if the design is approved by IBR?"

ERIC MARTIN: I can take this, if you don't mind, Greg?

GREGORY DUTTON: Yeah. Go ahead.

ERIC MARTIN: And this is applicable to all NIJ-funded research. We understand that just as timelines may change, the scope of the research may change. We understand that. We don't necessarily discourage it. It doesn't happen as often as the changes in the timeline, but similar to how an awarded grantee will submit a—it's called a grant adjustment notification. They'll submit a GAN, for a no-cost extension. There's also a GAN, for a change in the scope of work. So, again, if you're doing your research and the questions alter slightly or maybe you're using different data than anticipated or whatnot, we would just request that you submit that change in scopes. Again, I can't say with a hundred percent guarantee that those will get approved, but it's not, it's not unheard of at NIJ. We understand the research process and timelines change and also the change—the research changes slightly at times.

MARY JO GIOVACCHINI: Regarding the SBS Fellowship. "Are qualitative researchers at a disadvantage? Are qualitative studies often funded by NIJ?"

ERIC MARTIN: We do not prioritize any one approach or method over the other. Again, the biggest thing I could say, and I can't really comment on anybody's specific research proposal, but the biggest thing I could say is just make sure that an outside reader can understand why you're using the method you proposed to answer the questions you're interested in. And that's applicable across the board. But, no, there's no advantage to—or disadvantage—to using one method or the—over the other.

MARY JO GIOVACCHINI: In regards—you want to say it? "Can I apply for the GRF STEM, and my advisor apply for the research, and development, and forensic science for criminal justice purposes for the same project?"

GREGORY DUTTON: Yes. So that refers to our main forensic science, RND funding program. So, yes, you can, you can be funded, you can apply, you can be funded even if your adviser is funded under that program. If your adviser had your support in his or her budget, then they would just be asked to rebudget because you would be supported by the Fellowship, but that's no problem.

I have another question here. "Is the review of the application by outside scientist blinded to the institution or PI information?" No, review is not blind, so reviewers will see all of the materials that you give, in terms of, you know, institution advisers. So, no, it's not blind. I think that's typical still at this point of most federal funding agencies.

ERIC MARTIN: And it's confidential. I don't know if that was said.

GREGORY DUTTON: Yes. Absolutely. The review is, the review is confidential, but the reviewers are not blind to institution or identity.

MARY JO GIOVACCHINI: "Is there a way for an individual applicant to verify which documents have been submitted by the institution?"

GREGORY DUTTON: Oh, great question. I would say you need to—you need to work with your university. So you need to verify with them that they've submitted it. Again, they're the ones who are submitting through Grants.gov, so, sometimes, it's very rarely, but it has happened, that the university inadvertently left some critical application elements out. So do what you can to work with them to verify. But, no, there's no way that I'm aware of for you to check in Grants.gov what they have submitted. Ask them.

GREGORY DUTTON: I would say ask the university. Ask them to give you maybe a screenshot of the application package that they submit, then you can check.

ERIC MARTIN: And there is, as long as the deadline hasn't expired, if there is any question, the university grants office could go ahead and resubmit an application. And we just take the latest and most recent application into consideration. We do, every year, have certain duplicates, and I believe it's for that reason, just to be sure that everything was submitted.

GREGORY DUTTON: That's right.

MARY JO GIOVACCHINI: "And since you can choose another faculty adviser other than your dissertation chair, if they are more well-known in the field, would this hurt your application at all, assuming this faculty adviser is well-versed in your topic?"

GREGORY DUTTON: I'm guessing that that is actually referring to, when we're talking about the letter of support…

ERIC MARTIN: Yeah. I think so.

GREGORY DUTTON: …you should see the appropriate person. So, first, it should be the committee chair. If you have a committee at the time you apply then we ask you to get a letter from your committee chair. If you don't have a committee assembled yet at the time you apply, you can still apply, then get the most appropriate person to write you a letter, so that might be—you may have—it depends on the program. You might have someone else who's called an adviser, you might have a director of graduate studies. Find the most appropriate person to do it, if you don't have a committee chair. If you do, use the committee chair. Like Eric also said, if you think there are other people that it would be important for your reviews to hear from, then go ahead and include that.

MARY JO GIOVACCHINI: "Regarding budget, if our graduate students'—if after our graduate students' salary, there are remaining funds, can that be used for materials needed for the project, transcription services, participant pay—payments, electronics?"

ERIC MARTIN: Just for SBS, check the solicitation for allowable cost. And we don't necessarily mandate that X number of funds for a budget have to be in this given criteria. One thing I would say is, again, make sure that your budget narrative and worksheet are clear and complement each other. Make sure that the numbers are the same in each document, and that an external reader can understand where those funds are going and why it's appropriate. Check the solicitation. That will have allowable cost. And then also, if you're using incentives, or you plan to use incentives, again, check the solicitation for there will be additional guidance there.

GREGORY DUTTON: Some more questions. "If I would advance to candidacy in spring 2019, will I be eligible to apply to this year's solicitation?" So I would say, most likely yes. Advancement to candidacy doesn't impact your ability to apply. So you just need to be enrolled, certainly for STEM, and I believe, Eric also for SBS. They can apply, is that true, even before they've advanced, but…

ERIC MARTIN: Uh-hmm.

GREGORY DUTTON: …they wouldn't—they wouldn't get any funding until they've advanced.

ERIC MARTIN: At the time--yeah, they have to.

GREGORY DUTTON: Yeah.

ERIC MARTIN: And there's—for SBS. So three requirements, we talked about earlier, have to be met by the time the award is made, but not necessarily by the time the application is submitted.

GREGORY DUTTON: Uh-hmm. "Can enrollment be confirmed by an adviser, or does the graduate school need to send one for SBS?" You can speak about SBS, Eric, and then I'll mention the STEM.

ERIC MARTIN: Uh-hmm. Again, it's clear in the solicitation, and our basic minimum requirements are just that. And not to keep touching on the same thing, but I think this is a source of a lot of confusion. So the basic minimum requirements that—in presentation, we outlined have to be met for the application to advance to an additional phase of review. Any additional information is welcome. So make sure that your application meets that basic minimum requirements, and anything else you can obtain included. And then, again, thanks Greg for switching that.

GREGORY DUTTON: Yeah. Okay. So I'll say for STEM, verification of enrolment is one of those critical elements. So you'll need to include that with your application. Look at the solicitation. I believe what we suggest is that, if you get a verification from the registrar, the university registrar, that would be the best. But it doesn't have to be that. It could be something like a current transcript that reflects enrollment in the current term or something similar. Look at the solicitation for suggestions there. I think you can—we would like you to give better evidence of that than just a letter from your adviser, so please get the university to verify. That's not hard to do.

Let's see. "For STEM, which issues related to the NIJ mission would be considered top priorities?" Again, look at the solicitation for some suggestions of topic areas. But for GRF, we're not looking at specifically hitting any current priorities. So anything that you demonstrate has relevance to criminal justice is eligible and welcome.

Any particular year of preference in graduate studies? Again, you're welcome to apply at any point in your graduate career. But the funding won't be available until you're at the research phase and you've got an approved topic. But there's no preference.

Let's see. STEM—again, "Does my project need to specifically apply to one of the OSAC RND needs?" It doesn't. If it does then you might want to note that. The reviewers--you know, you might want the reviewers to consider that but, no, there's no need to specifically respond to any of those posted priority needs.

"Do I need two letters of support if I have a chair and a co-chair for the dissertation?" Sure, why not? Probably not required, you know. I think you could meet the requirement with one letter. But if you have co-chairs, then it'll probably be a good idea for the reviewers to hear from both.

"Is—are there any restrictions on length for the program narrative and supporting letter?" Again, look at the solicitation for guidelines for length.

"Can the Fellowship timeline be for less than a year? That is—since the earliest start date is January 2019, if you're planning on graduating in August of 2019, can you still apply?" Sure. It could be less than a year. So if that's the case then just request funding for the time that you anticipate needing.

Again, "Which research topics are currently more under development?" Latent print analysis, sheet print, handwriting. Again, nothing is considered a greater priority than another, but you can look at those links that we give for potential topic areas. If you notice the STEM selection criteria, they really focus on the—sort of, the project design, so the quality of the--of the project, scientific merit of the project. Statement of the problem includes, sort of, relevance to criminal justice, but it's really just a threshold demonstration of relevance. So there's no real prioritization in that. And then the other thing is, your qualifications and your academic environment. So there's no advantage to any particular topic prior—topic area priorities.

"What is the limit of the funding?" Again, look at the solicitation for the specific limits. GRF, $35,000 stipend, up to $15,000 for expenses. "Aside from meeting all mandatory requirements, what makes a proposed research project the most attractive to reviewers for the SBS solicitation?" So if Eric wants to talk about SBS, he can do that or I can.

ERIC MARTIN: I would just say, again, there are a number of people that externally read these, and the NIJ Director has sole funding authority for this program. I can't comment on what specific topic or approach that's going to make a given proposal standout from the rest, but the one thing I will say is just, clarity is important. Clarity in the program narratives and that it--the program narrative flows into the potential impact. That there's agreement there. That the budget documents agree, you know. That is not going to hurt anyone. It's not going to guarantee funding obviously. There's—I can't say one thing that will guarantee funding if I have the power to do so. But to the extent possible, it has to be as clear to an external reader who isn't aware—a priority of your research proposal. That would be a good thing to shoot for.

GREGORY DUTTON: Yeah. So this is Greg. Talking about STEM, and I think this also applies to SBS really, look at the review criteria. So those are the things that the reviewers are going to be looking at to score your proposal on. And if—your review scores are really the most important factor. So look at those criteria. Read what they're looking for. The reviewers are instructed to score according to those guidelines. So that's really what they're looking for. So they're looking for, you know, a well-designed, well-written proposal that responds to the review criteria. So write to those criteria. Have your proposal read by others so that you can, you know, revise it. I think that's the best advice we can give, have others read it.

Oh, we have another question here. It says, "Can a PhD student at another institution, who is in the process of transferring to the STEM PhD program at my university apply if she's accepted for admission before March 12th? She wants to change her field to forensic analysis of illicit drugs. Can she apply if she's accepted before March 12th?" Yes. Right. So current enrollment is required. So if she will be currently enrolled at your university by March 12th, then, yes, she can apply.

Okay. Budget question. "If we have a federally-negotiated indirect cost rate, is this charged on top of the 32,000 Fellowship direct cost or is it expected to be included in the $32,000 Fellowship award?" So, again, the program in the past has disallowed indirect cost. As it's written now, it allows it, but there will be no—so I would say, yes, work within the maximum caps of those budget categories because there won't be additional funds beyond the $35,000, $15,000 category limits. And, SBS, I think it's similar a thing. I think there still is a hard cap…

ERIC MARTIN: Yeah, $32,000. Yeah.

GREGORY DUTTON: Yeah. On the—on the total $32,000. So when you write your budgets and you are including indirect costs at this point, again, it's very possible that the OJP Policy will come out by the time the solicitation's close. But at this point, you should include it within those caps. "If an MD PhD student applies to NIJ funding concurrently, and happens to get both, how will this reconcile?" So you can—so you can certainly apply to multiple funding opportunities, right? So you would need to disclose this when you apply. So disclose your pending applications. Look for that in the solicitation. It'll instruct you, you know, how to list it. They'll—it'll ask you to give a program contact at NIH, so that if both institutions may be considering making awards, we can communicate and coordinate. So you're welcome to apply to both. If you both--if both of the institutions happen to want to award you, we'll try to work that out beforehand but, remember, ultimately, you can't have federal funding from two sources for the same thing. So it'll need to be worked out at the end, but don't worry about that at this point. At this point, just apply and tell both NIJ and NIH of all the places that you are applying to.

MARY JO GIOVACCHINI: There's a good question here. "The solicitation indicates, it's included in the main body of the program narrative, 'figures and other illustrations will

count towards the 15-page limit for the narrative section,' but later it says, 'figures are not counted against the 15-page limit,' could you please clarify? And I'm not sure if that's SBS or STEM."

GREGORY DUTTON: I think it's SBS.

ERIC MARTIN: Yeah. There is a 15-page limit for the narrative. One thing I would suggest is if you have lengthy figures and tables, those can be put in the appendix, which will not count against your 15-page limit.

GREGORY DUTTON: Yeah. So this is Greg. For STEM, I believe we have a 12-page limit. Yeah. STEM is 12-page. And I think in our solicitation, again, look at it for all the specifics. We say, you know, if a figure or table is critical to conveying your proposal then it should be included in the main body and it should be part of the 12-page limit. If it's additional information, then you should include it in the appendix, and there's not necessarily a limit. Think of your reviewers. If it's something that you feel is critical for them to understand when they're reading your application, then it should be part of the 12-page limit main body.

ERIC MARTIN: Uh-hmm. And I would say that too.

GREGORY DUTTON: If you're not comfortable with them not—you know, because reviewers can get fatigued by getting massive amounts of, you know, figures and additional information. If it's important enough that you think they really need to see it, put it in the main body and include it as part of the 12-page limit. If it's less important and you're not concerned, you're not too worried if they don't necessarily get to it, then put it in the appendix.

MARY JO GIOVACCHINI: "Can I use funding to pay for assistant researchers?"

GREGORY DUTTON: All right. So for STEM, under the $15,000 research expenses, I would say if it's, you know, might be considered like contract work—it may not necessarily have to be a contract. Your university will figure out how it could be paid for. But if there is, say, specific kind of fee-for-service work that you need somebody else to do for your project, yes. But you can't pay for another person under the stipend category. So if you're paying them for specific analyses under your research expenses, then perhaps if your university allows it.

ERIC MARTIN: Just to add, for SBS, as Greg said, contracting for a specific task or item is an allowable expense, but just make sure that justification is clear in the budget narrative.

MARY JO GIOVACCHINI: There's another question. "If my undergraduate degree is in a different discipline, journalism, and I am now working in SBS, will that work against me?"

ERIC MARTIN: Again, refer to the solicitation on the eligibility criteria. And—you know, it's hard to comment on--beyond the specific requirements in the solicitation, and whether one thing will work against you or not. Again, I just can't comment on individual cases. And there are many people who review these, so it's hard to say. But as long as you meet the eligibility criteria in the solicitation, then you're eligible to apply.

MARY JO GIOVACCHINI: I think we've gotten all the questions.

GREGORY DUTTON: Uh-hmm.

MARY JO GIOVACCHINI: We are just taking a quick look. I believe we've answered all the questions. Just give us a second. It looks like we have addressed all the questions at this time. And we are definitely well over the hour limit. So at this time, we are going to end the webinar. On behalf of Greg, and Eric, and everyone at NIJ, we thank you very much for joining us today. And we wish you luck in your submissions. Have a great day.

National Institute of Justice (NIJ)

Who we are:

- NIJ is the research, development, and evaluation agency of the U.S. Department of Justice

Our mission:

- Improving knowledge and understanding of crime and justice issues through science

NIJ's Graduate Research Fellowship (GRF)

Program Goal:

- Increase the pool of researchers engaged in problems relevant to criminal justice, by supporting promising doctoral students

Two Program tracks:

- Science, Technology, Engineering & Mathematics (STEM)
- Social and Behavioral Sciences (SBS)

www.nij.gov/GRF

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GRF Solicitations

Funding opportunities posted annually

OMB No. 1121-0329
Approval Expires 11/30/2020

U.S. Department of Justice
Office of Justice Programs
National Institute of Justice

The U.S. Department of Justice (DOJ), Office of Justice Programs (OJP), National Institute of Justice (NIJ) is seeking applications for funding innovative doctoral dissertation research in science, technology, engineering, or mathematics that is relevant to providing solutions to prevent and control crime, and ensure the fair and impartial administration of criminal justice in the United States. This program furthers the Department's mission by sponsoring research to provide objective, independent, evidence-based knowledge and tools to meet the challenges of crime and justice, particularly at the state and local levels.

Graduate Research Fellowship in Science, Technology, Engineering, and Mathematics

Applications Due: March 12, 2018

Eligibility

Eligible applicants are degree-granting academic institutions in the United States and its territories. To be eligible, the institution must be fully accredited by one of the regional institutional accreditation agencies recognized by the U.S. Secretary of Education. Under this solicitation, the applicant institution must apply as the sponsoring institution for the doctoral candidate conducting dissertation research relevant to NIJ's criminal justice mission.

All recipients and subrecipients (including any for-profit organization) must forge any profit or

OMB No. 1121-0329
Approval Expires 11/30/2020

U.S. Department of Justice
Office of Justice Programs
National Institute of Justice

The U.S. Department of Justice (DOJ), Office of Justice Programs (OJP), National Institute of Justice (NIJ) is seeking applications for funding of innovative doctoral dissertation research in the social and behavioral sciences that is relevant to supporting crime reduction, enhancing investigations and prosecutions, protecting police officers and other public safety personnel, combating the opioid epidemic, victimization, and addressing illegal immigration in the United States. This program furthers the Department's mission by sponsoring research to provide objective, independent, evidence-based knowledge and tools to meet the challenges of crime and criminal justice, particularly at the state, local, and tribal levels.

Graduate Research Fellowship in Social and Behavioral Sciences

Applications Due: March 12, 2018

Eligibility

Eligible applicants are limited to degree-granting academic institutions (including tribal institutions of higher education) in the United States and its territories. To be eligible, the institution must be fully accredited by one of the regional institutional accreditation agencies recognized by the U.S. Secretary of Education. Under this solicitation, the applicant institution must apply as the sponsoring institution for the doctoral candidate conducting criminal justice-related research in a discipline relevant to NIJ's mission. An institution may submit more than

www.nij.gov/funding/Pages/current.aspx

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GRF-STEM Program

Student Eligibility:
- Current enrollment in a PhD program in a STEM field
- Proposed thesis project relevant to criminal justice

Fellowship support:
- A $35,000 annual student stipend
- Up to $15,000 annually for tuition, fees, and research expenses
- Up to 3 years of support usable within a 5-year period

www.nij.gov/GRF-STEM

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GRF-STEM Program

Eligible fields include, but <u>are not limited to</u>:

- Anthropology (Physical)
- Biology
- Chemistry
- Cognitive Science
- Computer Science
- Geoscience
- GIS

- Information Sciences
- Materials Science
- Mathematics
- Statistics
- Pathology
- Physics
- Engineering

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GRF-STEM Program

The student may be at any stage in the degree program at the time of application, but fellowship funds are not available until the thesis topic is approved.

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GRF-STEM Program

Annual requirements:

- Verification of continued enrollment
- Letter from committee chair confirming adequate progress

Project deliverables:

- Annual progress reports
- Copy of completed thesis

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Some Recent GRF-STEM Fellows

Katherine Gettings, PhD

2011 Fellow

George Washington University

<u>Thesis project:</u> "Ancestry/Phenotype SNP Analysis & Integration with Established Forensic Markers"

Currently: Staff Scientist at NIST

Christy Mancuso

2014 Fellow

University of Utah

<u>Thesis project:</u> "Fingernails as Recorders of Region-of-Origin and Travel History"

Currently: Completing PhD

<u>Up to 10 new GRF-STEM fellows anticipated for 2018</u>

GRF-SBS Program

Fellowship amount:
   -Up to $32,000 to support final phase of dissertation research

Fellowship requirements:
   -Current enrollment in a PhD program in an SBS discipline
   -Completion of required coursework, comprehensive exams, and advancement to candidacy

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GRF-SBS Program

Project deliverables:

- Bi-annual progress reports
- Official copy of defended dissertation

FY17 awards:

-4 awards = $127,749

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Some Recent GRF-SBS Fellows

Lallen Johnson

2010 Fellow

Temple University

Dissertation project: "Classifying Drug Markets by Travel Patterns: Testing Reuter and MacCoun's Typology of Market Violence"

Currently: Assistant Professor at Drexel University

Naomi Sugie

2013 Fellow

Princeton University

Dissertation project: "Finding Work: A Smartphone Study of Job Searching, Social Contacts, and Wellbeing after Prison"

Currently: Assistant Professor at the University Of California, Irvine

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GRF-SBS FYI's

- Students must be in the final stages of their doctoral research

- The SBS fellowship supports only PhD or other social and behavioral science doctoral students (i.e., EdD)
    - -MS, JD, or other terminal degrees are not eligible

- SBS funds are one-time awards
    - -Additional funds will not be available

- Applicants should clearly state how research supports DOJ priorities listed in the solicitation

GRF-STEM & SBS FYI's

- The academic institution is the official applicant

- International students studying in the U.S. may apply through their academic institution

- Academic institutions outside the U.S. are not eligible

- IRB (Institutional Review Board) approval for human subjects research is not required at the time of application

GRF-STEM & SBS FYI's (cont'd)

- The student must be enrolled in an eligible PhD program at the time of application

- The proposed thesis topic must have relevance to criminal justice

GRF-STEM & SBS FYI's (cont'd)

What to do now:

- **Review the solicitation for eligibility**

- **Contact your university grants office (OSP, OSR, etc.)**

- **Start assembling application materials**
    1. Write the program narrative (body of the proposal)
    2. Ask for letter(s) of support
    3. Obtain enrollment verification

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What are proposals reviewed for first?
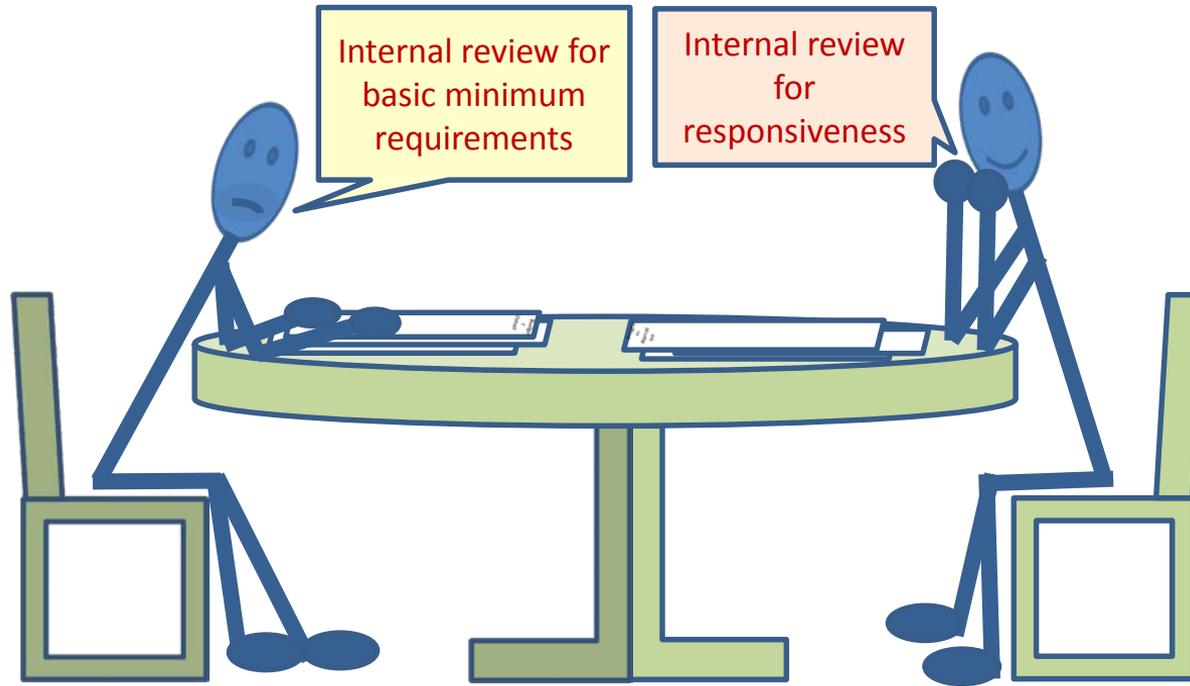
What are the basic *minimum* requirements for STEM?

Moreover, an applicant should anticipate that an application that OJP determines is nonresponsive to the scope of the solicitation, or that OJP determines does not include the application elements that NIJ has designated to be critical, will neither proceed to peer review nor receive further consideration. For this solicitation, NIJ has designated the following application elements as critical: Program Narrative, Budget Detail Worksheet, Budget Narrative, verification of enrollment in a qualifying degree program, undergraduate and graduate transcripts (official or unofficial), and statement of support from the dissertation committee chair (or, if the student does not yet have a committee, the student's faculty advisor, department chair, departmental director of graduate studies, or an individual with similar responsibilities). An applicant may combine the Budget Narrative and the Budget Detail Worksheet in one document. However, if an applicant submits only one budget document, it must contain **both** narrative and detail information. Please review the "Note on File Names and File Types" under How to Apply to be sure applications are submitted in permitted formats.

STEM critical (mandatory) elements:
1. Program Narrative
2. Budget Detail Worksheet
3. Budget Narrative
4. Transcripts
5. Verification of enrollment
6. Statement of support

What are the basic *minimum* requirements for SBS?

Moreover, an applicant should anticipate that an application that OJP determines is nonresponsive to the scope of the solicitation, or that OJP determines does not include the application elements that NIJ has designated to be critical, will neither proceed to peer review nor receive further consideration. For this solicitation, NIJ has designated the following application elements as critical: Program Narrative, Budget Detail Worksheet, Budget Narrative, resumes/curriculum vitae of key personnel, bibliography/references, project timeline, and a statement of support from the dissertation committee chair or, as appropriate, the doctoral student's faculty advisor, department chair, departmental director of graduate studies, or an individual with similar responsibilities. An applicant may combine the Budget Narrative and the Budget Detail Worksheet in one document. However, if an applicant submits only one budget document, it must contain **both** narrative and detail information. Please review the "Note on File Names and File Types" under How to Apply to be sure applications are submitted in permitted formats.

SBS critical (<u>mandatory</u>) elements:
1. Program Narrative
2. Budget Detail Worksheet
3. Budget Narrative
4. Resumes/CVs
5. Bibliography/references
6. Timeline
7. Statement of Support

How is *responsiveness* determined?

What will not be funded:

- Applications for dissertation research by doctoral students who are <u>not</u> pursuing research related to crime, and/or the fair and impartial administration of criminal justice in the United States.

- Applications <u>primarily</u> to purchase equipment, materials, or supplies. (A budget may include these items if they are necessary to conduct research, development, demonstration, evaluation, or analysis.)

- Applications that are not responsive to this specific solicitation.

See solicitations for the full list.

What are proposals reviewed for next?

External Peer Review for Review Criteria!

What are the review criteria for STEM?

Capabilities and Competencies…

Statement of the Problem…

Project Design and Implementation…

GRF-STEM

See solicitation for the detailed list.

What are the review criteria for SBS?

Capabilities…

Statement of the Problem…

Potential Impact

Project Design and Implementation…

GRF-SBS

See solicitation for the detailed list.
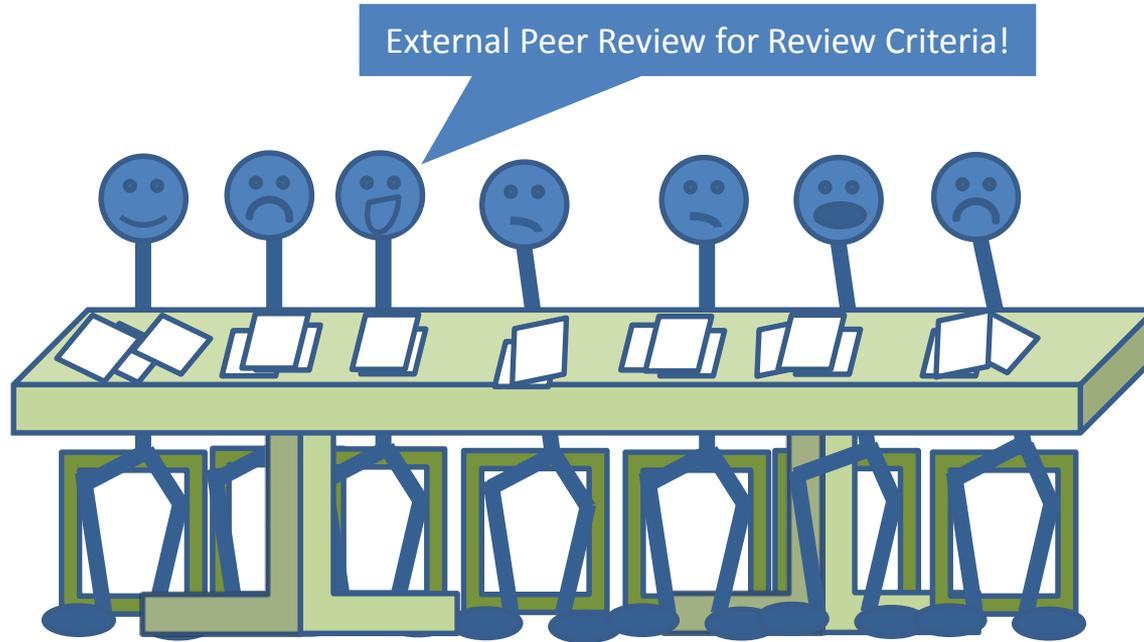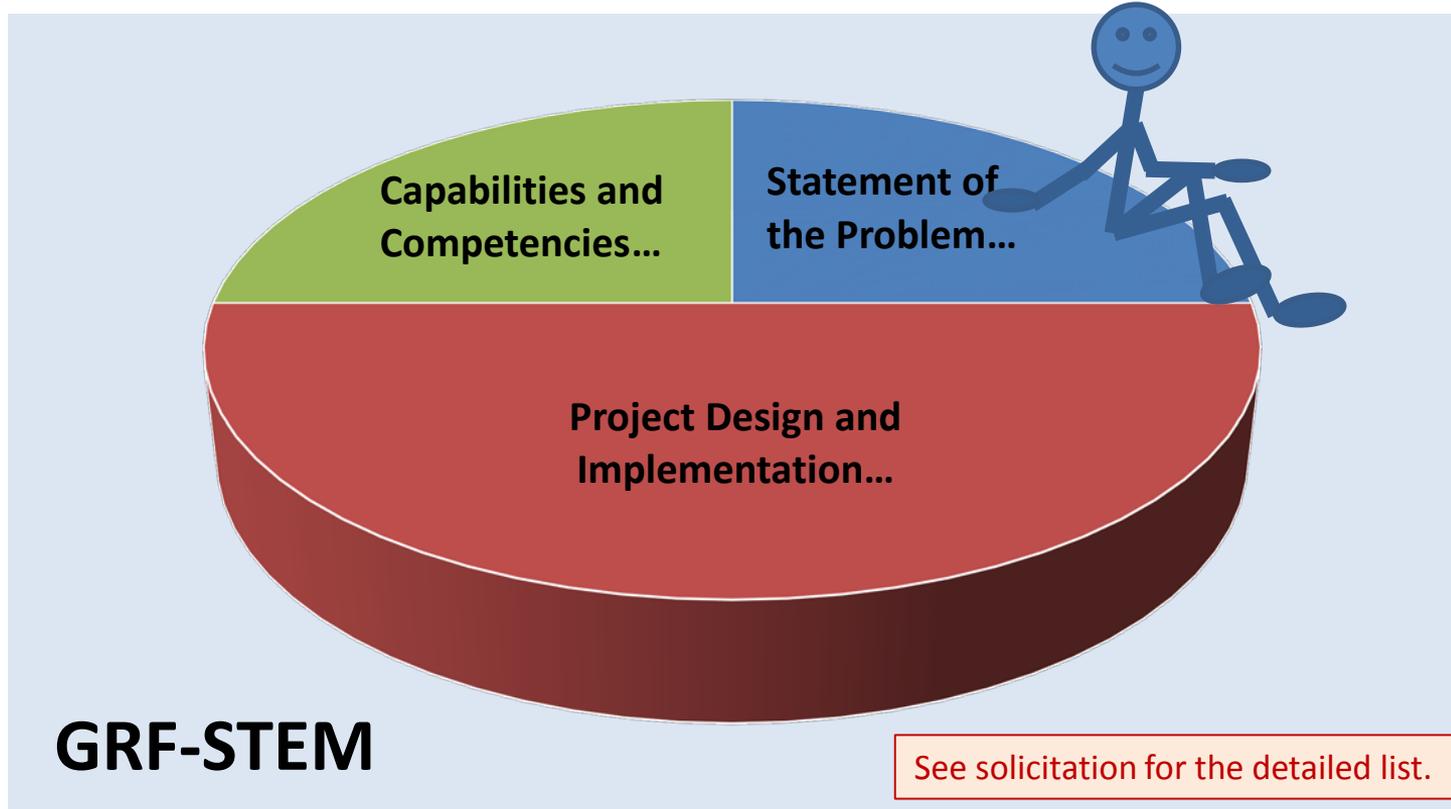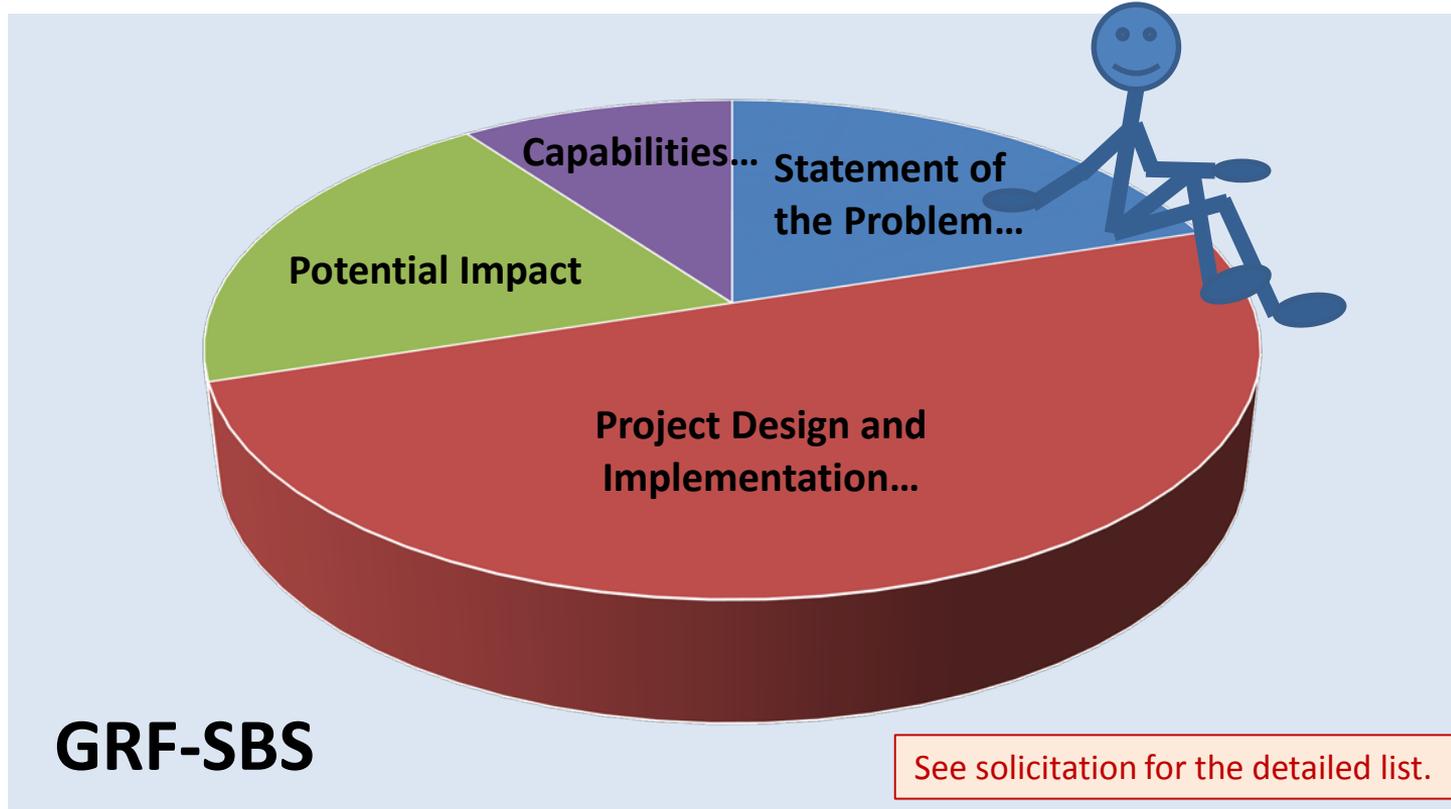
Program Timeline

GRF-STEM and SBS
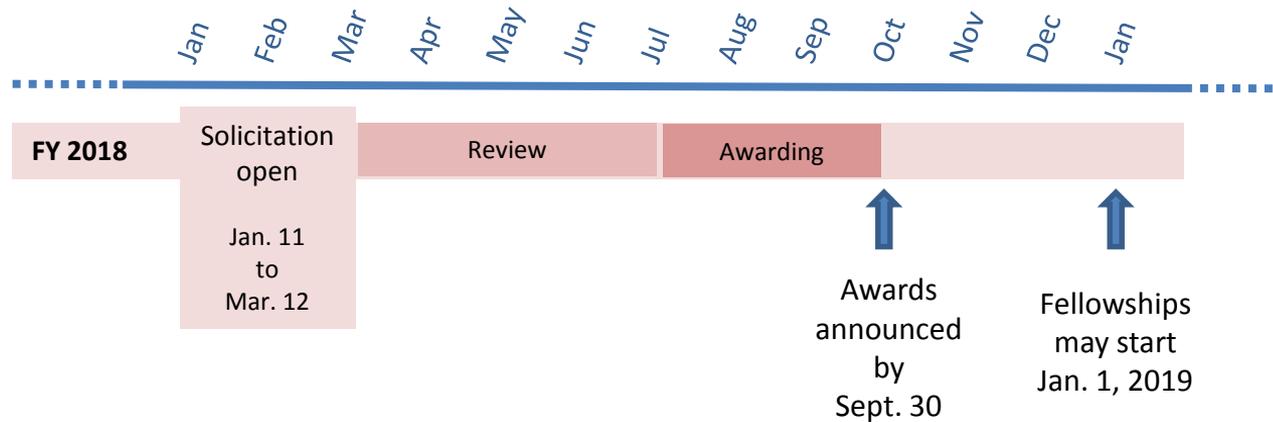
Jan Feb Mar Apr May Jun Jul Aug Sep Oct Nov Dec Jan

FY 2018

Solicitation open

Jan. 11 to Mar. 12

Review

Awarding

Awards announced by Sept. 30

Fellowships may start Jan. 1, 2019

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Learn about NIJ Funding

Go to www.nij.gov & click on FUNDING & AWARDS

Past Awards

Solicitations

Read the FAQs

Read active solicitations

Read past solicitations for examples

Sign up for email updates when solicitations post

For more information:

GRF program page: www.nij.gov/GRF

For questions about the solicitations, contact:

National Criminal Justice Reference Service (NCJRS)
1-800-851-3420 (TTY: 301-240-6310 for hearing impaired only)

Web chat: https://webcontact.ncjrs.gov/ncjchat/chat.jsp

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Please submit questions during the presentation by using the Q&A box and selecting all presenters.

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