Notices regarding the solicitation "Research and Evaluation of Trafficking in Persons, Fiscal Year 2021"

March 3, 2021: A separate project management plan is not required. However, the discussion of capabilities and competencies in the main body of the proposal narrative should outline the management plan and organization that connects the goals and objectives of the project.

February 1, 2021: NIJ has extended both deadlines for this solicitation to:

> Grants.gov Deadline: March 22, 2021 11:59 PM
> Application JustGrants Deadline: April 5, 2021 11:59 PM

January 15, 2021: On pages 2 and 11, the "Dollar Amount for Award," "Demand Reduction Research" has been changed from $600,000 to $500,000 to align with the anticipated funding amount for Priority Area 1 in the Additional Information section.

On page 11, the bold text below has been added under "Additional Information:"
The recent median NIJ grant award amount is approximately $600,000. Applicants are encouraged to propose budgets that match the research activities proposed**, which may be more or less than the anticipated maximum dollar amount of awards. Total Federal Awards: Priority Area 2: Human Trafficking Research, Evaluation and Development NIJ anticipates that it will make 1 to 3 awards.**

The original solicitation document begins on the next page.

OMB No. 1121-0329
Approval Expires 12/31/2023

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

Research and Evaluation of Trafficking in Persons, Fiscal Year 2021

Assistance Listing Number #	16.560
Grants.gov Opportunity Number:	O-NIJ-2021-45007
Solicitation Release Date:	December 22, 2020 2:30 PM
Version:	3
Grants.gov Deadline:	March 22, 2021 11:59 PM
Application JustGrants Deadline:	April 05, 2021 11:59 PM

Overview

The U.S. Department of Justice (DOJ), Office of Justice Programs (OJP), National Institute of Justice (NIJ), is seeking applications for funding for research and evaluation efforts to better understand, prevent, and respond to trafficking in persons in the United States. This project furthers the Department's mission by supporting the development of new knowledge and tools to address the challenges of crime and justice in the United States.

This solicitation incorporates the OJP Grant Application Resource Guide by reference. The OJP Grant Application Resource Guide provides guidance to applicants for the preparation and submission to OJP of applications for funding. **If this solicitation expressly modifies any provision in the OJP Grant Application Resource Guide, the applicant is to follow the guidelines in this solicitation as to that provision.**

Solicitation Categories

Competition ID	Category *	Number of Awards	Dollar Amount for Award	Performance Start Date	Performance Duration (Months)
C-NIJ-2021-00001-PROD	Demand Reduction Research	1	$500,000.00	1/1/22 12:00 AM	60
C-NIJ-2021-00002-PROD	Human Trafficking Research, Evaluation and Development	3	$600,000.00	1/1/22 12:00 AM	60
C-NIJ-2021-00003-PROD	Sex Trafficking of American Indian and Alaska Native Girls and Women Research	1	$600,000.00	1/1/22 12:00 AM	60

Eligible Applicants:
City or township governments, County governments, For profit organizations other than small businesses, Independent school districts, Native American tribal governments (Federally recognized), Native American tribal organizations (other than Federally recognized tribal governments), Nonprofits having a 501(c)(3) status with the IRS, other than institutions of higher education, Nonprofits that do not have a 501(c)(3) status with the IRS, other than institutions of higher education, Private institutions of higher education, Public and State controlled institutions of higher education, Public housing authorities/Indian housing authorities, Small businesses, Special district governments, State governments, Other

Other

For purposes of this solicitation, the term “State” means any State of the United States, the District of Columbia, the Commonwealth of Puerto Rico, the Virgin Islands, American Samoa, Guam, and the Northern Mariana Islands.

Foreign governments, foreign organizations, and foreign colleges and universities are not eligible to apply. Federal agencies are eligible to apply. (Any award made to a federal agency will be made as an inter-agency reimbursable agreement.)

To advance Executive Order 13929 Safe Policing for Safe Communities, the Attorney General determined that all state, local, and university or college law enforcement agencies must be certified by an approved independent credentialing body or have started the certification process to be eligible for FY 2021 DOJ discretionary grant funding. To become certified, the law enforcement agency must meet two mandatory conditions: (1) the agency’s use of force policies adhere to all applicable federal, state, and local laws; and (2) the agency’s use of force policies prohibit chokeholds except in situations where use of deadly force is allowed by law. The certification requirement also applies to law enforcement agencies receiving DOJ discretionary grant funding through a subaward. For detailed information on this new certification requirement, please visit https://cops.usdoj.gov/SafePolicingEO to access the Standards for Certification on Safe Policing for Safe Communities, Implementation Fact Sheet, and List of Designated Independent Credentialing Bodies.

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

NIJ will consider applications under which two or more entities would carry out the federal award; however, only one entity may be the applicant. Any others must be proposed as subrecipients (subgrantees). For additional information on subawards, see the OJP Grant Application Resource Guide.

NIJ may elect to fund applications submitted under this FY 2021 solicitation in future fiscal years, dependent on, among other considerations, the merit of the applications and on the availability of appropriations.

Contact Information

For technical assistance with submitting the **SF-424 and SF- LLL** in Grants.gov, contact the Grants.gov Customer Support Hotline at 800-518-4726, 606-545-5035, at Grants.gov customer support webpage, or email at support@grants.gov. The Grants.gov Support Hotline operates 24 hours a day, 7 days a week, except on federal holidays.

For technical assistance with submitting the **full application** in DOJ's Justice Grants System (JustGrants), contact the JustGrants Service Desk at JustGrants.Support@usdoj.gov or at 833-872-5175. The JustGrants Service Desk operates 5 a.m. to 9 p.m. EST Monday - Friday and 9 a.m. to 5 p.m. Saturday, Sunday, and federal holidays.

An applicant that experiences unforeseen Grants.gov or JustGrants technical issues beyond its control that prevent it from submitting its application by the deadline must email the Nation al Criminal Justice Reference Service Response Center (Response Center) at grants@ncjrs.g ov **within 24 hours after the application deadline** to request approval to submit its application after the deadline.

For assistance with any other requirements of this solicitation, contact the Response Center by telephone at 800–851–3420 or TTY: 301–240–6310 (hearing impaired only) or by email at grants@ncjrs.gov. Response Center hours of operation are 10 a.m. to 6 p.m. ET Monday through Friday, and 10 a.m. to 8 p.m. ET on the solicitation close date.

Submission Information

In FY 2021, applications will be submitted to DOJ in a **NEW** two-step process.

Step 1: Applicants will submit an **SF-424 and an SF-LLL** in Grants.gov at https://www.grants. gov/web/grants/register.html. To register in Grants.gov, applicants will need to obtain a Data Universal Numbering System (DUNS) and System for Award Management (SAM) registration or renewal.

Step 2: Applicants will submit the **full application** including attachments in JustGrants at Jus tGrants.usdoj.gov.

To be considered timely, the full application must be submitted in JustGrants by the JustGrants application deadline.

OJP encourages applicants to review, the "How to Apply" section in the OJP Grant Application Resource Guide.

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Program Description

Overview

With this solicitation, NIJ continues to build upon its research and evaluation efforts to better understand, prevent, and respond to trafficking in persons in the United States. Applicants should propose research projects that — first and foremost — have clear implications for criminal justice policy and practice in the United States. With this solicitation, NIJ seeks proposals for research projects addressing the following priority areas:

1. Demand reduction research.
2. Human trafficking research, evaluation and development.
3. Sex trafficking of American Indian and Alaska Native girls and women research.

NIJ will not consider proposals for research outside of these priority areas.

Applications proposing research involving partnerships with criminal justice or other agencies, should include a strong letter of support, signed by an appropriate decision-making authority from each proposed, partnering agency. A letter of support should include the partnering agency's acknowledgement that de-identified data derived from, provided to, or obtained through this project will be archived by the grant recipient with the National Archive of Criminal Justice Data (NACJD) at the conclusion of the award. Applicants and their potential partners are encouraged to review the NACJD's policies and protections at (NACJD). If selected for award, grantees will be expected to have a formal agreement in place with partnering agencies by January 1, 2022. That formal agreement must include a provision to meet the data archiving requirements of the award.

Statutory Authority

Title I of the Omnibus Crime Control and Safe Streets Act of 1968 (sections 201 and 202); Trafficking Victims Protection Act (TVPA) of 2000, 22 U.S.C. 7105(b) (2); and Trafficking Victims Protection Reauthorization Act of 2005.

Specific Information

This solicitation seeks applications for funding research and evaluation projects that will address the knowledge gaps related to trafficking in persons that have clear implications for criminal justice policy and practice in the United States. NIJ has funded research on trafficking in persons for over a decade, and is particularly interested in proposals that build upon and complement its earlier research investments. Applicants should familiarize themselves with this prior NIJ-funded research, and include relevant research in their literature review. For a summary of NIJ-funded research projects on the subject of human trafficking, see http://www.nij.gov/nij/topics/crime/human-trafficking/welcome.htm. Additionally, applicants are strongly encouraged to familiarize themselves with research projects on this issue that are funded by other federal agencies[1], as the US has adopted a whole-of-government approach to respond to human trafficking issues.

Definitions and Scope: For the purposes of this solicitation, "trafficking in persons" (and/or "human trafficking," "trafficking") is defined as the recruitment, harboring, transportation, provision, or obtaining of a person for the purpose of: (1) subjection to a commercial sex act that is induced by force, fraud, or coercion, or in which the person induced to perform such act has not attained 18 years of age; or (2) labor or services, through the use of force, fraud, or coercion for the purpose of subjection to involuntary servitude, peonage, debt bondage, or slavery.[2]

Fostering partnerships between researchers and trafficking survivors: NIJ seeks to promote researcher-survivor partnerships in response to this solicitation, and will consider this when making award selections. For the purposes of this solicitation, such a partnership would

include a research team with survivor(s) and/or survivor-led organizations to conduct criminal justice research and/or evaluation that relates to the needs of the victim service community, but also has implications for local, state, tribal, and national practice or policy. The partnership may include working with a researcher or service provider with lived experience, or include a plan for mentoring or training survivor consultants to engage in future research on human trafficking and service provision. Applications proposing such partnerships should include a signed, written letter of support between the researcher and survivor or survivor-led organization as a separate appendix. The written letter of support should, at a minimum, outline the roles of the researcher(s) and survivor(s), provide a statement of work, detail partnership activities, discuss data sharing and archiving at NACJD (if applicable), and discuss mentoring opportunities (if applicable). **Applications proposed with partnerships, but fail to include a signed written letter of support, must include a strong justification for not including such an agreement.**

Research Issues and Questions: NIJ seeks proposals for research projects addressing the three priority areas described below. Proposals should support the missions of U.S. criminal justice agencies (whether federal, state, local, and/or tribal) and victim services providers to prevent, address, and respond to human trafficking in their jurisdictions. Proposals should develop and analyze information and data that have clear implications for criminal justice policy and practice in the United States. NIJ will not consider proposals for research outside of these priority areas. Applications must specify which priority area is being addressed in the title of the proposal.

Priority Area 1: Demand Reduction Research

Competition ID: C-NIJ-2021-00001-PROD

NIJ seeks proposals for evaluations of programs and practices that seek to reduce the demand for sex trafficking. Much of the extant demand reduction research focuses on reducing the demand for commercial sex generally rather than sex trafficking. Research on the efficacy of demand reduction programming and its link to combating human trafficking remains inconclusive. Applicants' proposals must clearly demonstrate that the program(s) they propose to evaluate are explicitly intended to reduce sex trafficking rather than the demand for commercial sex. Proposals under this priority area may include an outcome evaluation, a formative evaluation, or an evaluability assessment of demand reduction programs. Proposals should provide a brief history and documentation of the program being evaluated, articulate specific program characteristics such as the direct link to human trafficking, the demand reduction intervention's theory of change, the program case flow, the anticipated program outcomes, and the sustainability of the demand reduction program.

NIJ is also interested in supporting other research projects that build knowledge that may inform practice in reducing the demand for sex trafficking. This may include, for example, studies on the buyers of trafficked sex to understand the motivations and characteristics that distinguish them from buyers of commercial sex, and any indicators that these buyers are explicitly seeking out the services of trafficked victims.

Priority Area 2: Human Trafficking Research, Evaluation and Development

Competition ID: C-NIJ-2021-00002-PROD

Under this priority area NIJ seeks applications for funding research and evaluation projects examining four topics:

Estimating Prevalence

NIJ seeks proposals for research that produces estimates of the prevalence of human trafficking in the United States, improves upon current methodologies for estimating the prevalence of human trafficking (for sex and labor), and monitors the impact of anti-trafficking efforts on those prevalence estimates. Proposals should focus on generating a statistically sound estimate of prevalence in one or more jurisdictions, including in specific sectors or

regions. Applicants should familiarize themselves with other efforts to arrive at prevalence estimates, such as the US State Departments Prevalence Reduction Innovation Forum and propose research that is complimentary to these efforts.

Labor Trafficking Research

NIJ seeks proposals for research focused on the following labor sectors: restaurants, food processing, construction, landscaping, health care, and beauty services. Projects should examine the unique strategies for recruiting and controlling labor trafficking victims in these sectors, and for concealing the crime. NIJ is also interested in the unique needs of victims of labor trafficking and how they may differ from the needs of sex trafficking victims. Priority will be given to research proposals that expand on research previously funded by NIJ, such as Understanding the Organization, Operation, and Victimization Process of Labor Trafficking in the United States.

Victim Services Outcomes Research

NIJ previously funded the development of the Outcomes for Human Trafficking Survivors (OHTS) Instrument through a grant to RTI International. The instrument aims to assess the impacts of victim services on survivors of human trafficking in key outcomes related to safety, well-being, social connectedness, and self-sufficiency (see here for more information on the tool). Under this priority area, NIJ seeks proposals to fund an independent evaluation of the implementation of this tool with clients served by victim services providers. NIJ seeks applicants who will partner with service providers funded by the Office of Victims of Crime to evaluate their services for human trafficking victims, assess the reliability of the instrument, understand the use of the instrument in real world victim service delivery organizations, and begin to develop an evidence base that informs the field with strategies to improve outcomes for victims of human trafficking.

Rapid Screening Tools for Labor and Sex Trafficking

Human trafficking remains a hidden crime (among other concerns this makes it difficult to determine the prevalence of human trafficking in the US), one that makes it particularly difficult for authorities to clearly recognize when a person they encounter is a survivor of human trafficking. NIJ seeks proposal to fund the development and validation of rapid/brief screening tools for use law enforcement officers, emergency medical services, public health officials, etc., to identify whether an individual they come into contact with may be a trafficking victim. These tools should be focused on early identification of and early intervention or referral of potential trafficking victims. The goal of the tool is to determine whether a potential victim should be referred to further assessment and/or referred to services for victims of trafficking. The tool should be appropriate for the use of front line law enforcement officers or agency staff to identify indicators for sex and labor trafficking among youth and adults and in the various contexts they may come into contact with potential human trafficking victims. (Among other benefits this, such a tool would help develop data contributing to a better understanding of the prevalence of human trafficking in the United States.)

Applicant's should familiarize themselves with similar screening tools developed for other fields to screen for human trafficking such as the Trafficking Victim Identification Tool (TVIT) designed for victim service agency staff and other social service providers, the Human Trafficking Screening Tool (HTST) designed for child welfare and runaway and homeless youth serving agencies, and the Quick Youth Indicators for Trafficking (QYIT) designed for homeless young adult serving agencies.

Priority Area 3: Sex Trafficking of American Indian and Alaska Native Girls and Women Research

Competition ID: C-NIJ-2021-00003-PROD

NIJ seeks proposals for research to examine sex trafficking of American Indian (AI) and Alaska Native (AN) girls and women both on and off tribal lands (i.e., urban, suburban, small town, and reservation settings). Such research, might include in-depth, multi-disciplinary reviews and analyses of suspected sex trafficking cases to examine the indicators and evidence of human trafficking, the methods by which AI and AN women are recruited and coerced, and ways in which these victims are identified by law enforcement and victim

services. Strong proposals would seek to conduct research beyond anecdotal reporting and would employ scientifically rigorous techniques.

Goals, Objectives, Deliverables, and Timeline

Goals

The goal of this solicitation is to contribute to the building of a comprehensive and extensive understanding of human trafficking as it occurs in the United States and to provide federal, state, local, and tribal criminal justice agencies with evidence-based knowledge and tools to address the crime as it occurs in their communities.

Objectives

This solicitation has six objectives:

1. Developing knowledge to inform practice to reduce the demand for sex trafficking.
2. Developing improved estimates of the prevalence of human trafficking in the United States.
3. Developing a better understanding of labor trafficking and the needs of its victims.
4. Evaluating the effectiveness of an instrument that was developed to assess the impacts of victim services on survivors of human trafficking.
5. Developing and validating rapid/brief screening tools to identify whether an individual may be a trafficking victim.
6. Developing knowledge to inform practice to reduce the sex trafficking of AI and AN girls and women.

Deliverables

Final Research Report. Any recipient of an award under this solicitation will be expected to submit a final research report. Additional information on the final research report requirement for the solicitation is posted on NIJ's webpage.

Required Data Sets and Associated Files and Documentation. Any recipient of an award under this solicitation will be expected to submit to the National Archive of Criminal Justice Data (NACJD) all data sets that result in whole or in part from the work funded by the award, along with associated files and any documentation necessary for future efforts by others to reproduce the project's findings and/or to extend the scientific value of the data set through secondary analysis.

In addition to these deliverables (and the required reports and data on performance measures), NIJ expects scholarly products to result from each award under this solicitation, taking the form of one or more published, peer-reviewed, scientific journal articles, and/or (if appropriate) law review journal articles, book chapter(s) or book(s) in the academic press, technological prototypes, patented inventions, or similar scientific products. NIJ expects that there will be an equal effort to make the research findings accessible to practitioner and policymaker audiences.

The Goals, Objectives, and Deliverables are directly related to the performance measures that demonstrate the results of the work completed, as discussed under Application and Submission Information.

OJP Policy Priority Areas

In FY 2021 and in addition to executing any program-specific prioritization that may be applicable,

OJP will give priority consideration to applications as follows:

- Applications that address specific challenges that rural communities face.
- Applications that demonstrate that the individuals who are intended to benefit from the requested grant reside in high-poverty areas or persistent-poverty counties.
- Applications that offer enhancements to public safety in economically distressed communities (Qualified Opportunity Zones).

To receive priority consideration under the rural priority, applicants must describe what makes the geographic service area rural (using U.S. Census or other appropriate government data; for assistance, applicants may wish to refer to https://www.census.gov/programs-surveys/geography/guidance/geo-areas/urban-rural.html), how isolated the area is from needed services, and how they will address specific challenges in rural communities.

To receive priority consideration under the poverty priority, the applicant must provide information to demonstrate that the individuals who are intended to benefit from the requested grant reside in high-poverty areas or persistent poverty counties. For purposes of this priority consideration, the term ''high-poverty area'' means any census tract with a poverty rate of at least 20 percent as measured by the 2013–2017 5-year data series available from the American Community Survey of the Census Bureau (applicants may search by census tract at https://www.census.gov/acs/www/data/data-tables-and-tools/narrative-profiles/2017/) and the term ''persistent poverty counties'' means any county that has had 20 percent or more of its population living in poverty over the past 30 years, as measured by the 1990 and 2000 decennial censuses and the most recent Small Area Income and Poverty Estimates (applicants may search by county at https://www.census.gov/data/tables/time-series/dec/census-poverty.html and at https://www.census.gov/programs-surveys/saipe.html).

To receive priority consideration under the Qualified Opportunity Zones priority, applicants must include information that specifies how the project will enhance public safety in the specified QOZs. For resources on QOZs, and for a current list of designated QOZs, see the U.S. Department of the Treasury's resource webpage, accessible at https://www.cdfifund.gov/pages/opportunity-zones.aspx

OJP policy priority consideration will consist of receiving additional points in the application scoring process. Receipt of priority consideration does not guarantee that an application will be funded; nor will the failure to receive priority consideration necessarily mean that an application will not be funded.

Federal Award Information

Solicitation Category

Competition ID Enter to sort	Category *	Number of Awards	Dollar Amount for Award	Performance Start Date	Performance Duration (Months)
C-NIJ-2021-00001-PROD	Demand Reduction Research	1	$500,000.00	1/1/22 12:00 AM	60
C-NIJ-2021-00002-PROD	Human Trafficking Research, Evaluation and Development	3	$600,000.00	1/1/22 12:00 AM	60
C-NIJ-2021-00003-PROD	Sex Trafficking of American Indian and Alaska Native Girls and Women Research	1	$600,000.00	1/1/22 12:00 AM	60

Awards, Amounts and Durations

Period of Performance Start Date
1/1/22 12:00 AM

Period of Performance Duration (Months)
60

Anticipated Total Amount to be Awarded Under Solicitation
$3,000,000.00

Additional Information
Maximum dollar amount for each award: Priority Area 1: Demand Reduction Research: NIJ anticipates that up to $500,000 will be available. Priority Area 2: Human Trafficking Research, Evaluation and Development: NIJ anticipates that up to $1.5 million will be available. Priority Area 3: Sex Trafficking of American Indian and Alaska Native Girls and Women Research: NIJ anticipates that up to $1,000,000 will be available. The recent median NIJ grant award amount is approximately $600,000. Applicants are encouraged to propose budgets that match the research activities proposed, which may be more or less than the anticipated maximum dollar amount of awards. Total Federal Awards: Priority Area 2: Human Trafficking Research, Evaluation and Development NIJ anticipates that it will make 1 to 3 awards.

Continuation Funding Intent

NIJ may, in certain cases, provide additional funding in future years to awards made under this solicitation, through continuation awards. NIJ will consider, among other factors, NIJ's strategic priorities, a recipient's overall management of the award, and progress of award-funded work, when making continuation-award decisions.

Availability of Funds

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

Types of Awards

NIJ expects to make awards under this solicitation as grants. See the "Administrative, National Policy, and Other Legal Requirements" section of the OJP Grant Application Resource Guide for a brief discussion of important statutes, regulations, and award conditions that apply to many (or in some cases, all) OJP grants (and cooperative agreements).

Financial Management and System of Internal Controls

Award recipients and subrecipients (including recipients or subrecipients that are pass-through entities) must, as described in the Part 200 Uniform Requirements as set out at 2 C.F.R. 200.303, comply with standards for financial and program management. 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. See OJP Grant Application Resource Guide for additional information.

Budget Information

If the applicant is proposing a project that 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 clearly define each phase. (This is particularly the case if the applicant proposes a project that will exceed — in cost or the length of the period of performance — the amount or length of time anticipated for an individual award (or awards) under this solicitation.) Given limitations on the availability to NIJ of funds for awards for research, development, and evaluation, this information will assist NIJ in considering whether partial funding of applications would be productive. (If, in FY 2021, NIJ elects to fund only certain phases of a proposed project, the expected scholarly products from the partial-funding award may, in some cases, vary from those described above.)

NIJ may elect to fund applications submitted under this FY 2021 solicitation in future fiscal years, dependent on, among other considerations, the merit of the applications and on the availability of appropriations.

What will not be funded:

- 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 that are not responsive to the purposes of this specific solicitation.

Cost Sharing or Matching Requirement

See "Cofunding" paragraph under item 5 ("Budget and Associated Documentation") under "Content of Application Submission" in Application and Submission Information.

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

See the OJP Grant Application Resource Guide information on Pre-agreement Costs (also known as Pre-award Costs).

Limitation on Use of Award Funds for Employee Compensation: Waiver

See the OJP Grant Application Resource Guide information on Limitation on Use of Award Funds for Employee Compensation; Waiver.

Prior Approval, Planning, and Reporting of Conference/Meeting/Training Costs

See the OJP Grant Application Resource Guide for information on Prior Approval, Planning, and Reporting of Conference/Meeting/Training Costs.

Costs Associated with Language Assistance (if applicable)

See the OJP Grant Application Resource Guide for information on Costs Associated with Language Assistance.

Period of Performance Duration

To be determined by the period of performance of awarded applications. Successful applicants will be expected to complete the work proposed within a five-year period of performance.

Eligibility Information

For eligibility information, see the title page.

For information on cost sharing or match requirements, see “Content of Application Submission” in Application and Submission Information.

Application and Submission Information

The following application elements MUST be included in the application submission for an application to meet the basic minimum requirements (BMR) to advance to peer review and receive consideration for funding:

- Proposal Narrative,
- Budget Worksheet and Budget Narrative (web-based form),
- Curriculum Vitae/Resumes for Key Personnel. (Curriculum Vitae for key personnel (For purposes of this solicitation, “key personnel” means the principal investigator, and any and all co-principal investigators.)

See the “Application Elements and Formatting Instructions” section of the OJP Grant Application Resource Guide for information on what happens to an application that does not contain all the specified elements or that is nonresponsive to the scope of the solicitation.

Information to Complete the Application for Federal Assistance (SF-424)

The SF-424 will be submitted in Grants.gov. The SF-424 is a required standard form used as a cover sheet for submission of pre-applications, applications, and related information. See the OJP Grant Application Resource Guide for additional information on completing the

SF-424.

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.")

Standard Applicant Information (JustGrants 424 and General Agency Information)

The Standard Applicant Information section of the JustGrants application is pre-populated with the SF-424 data submitted in Grants.gov. Applicants will need to review the Standard Applicant Information in JustGrants and make edits as needed. Within this section, applicants will need to: add zip codes for areas affected by the project, confirm their Authorized Representative, and verify the organizations legal name and address.

Proposal Abstract

A proposal abstract (no more than 400 words) summarizing the proposed project including primary activities, products and deliverables, the service area, and who will benefit from the proposed project, will be completed in the JustGrants Web-based form.

Proposal Narrative

The proposal narrative should be submitted as an attachment in JustGrants. The attached document should be double-spaced, using a standard 12-point Times New Roman font; have no less than 1-inch margins; and should not exceed 30 pages. Pages should be numbered and submitted as an attachment. If the proposal narrative fails to comply with these length-related restrictions, NIJ may negatively consider such noncompliance in peer review and in final award decisions.

The following sections must be included as part of the proposal narrative[3]:

a. Title Page (not counted against the proposal narrative page limit)

The title page should include:

- Project title.
- Submission date.
- Funding opportunity number.
- Principal Investigator (and any co-principal investigators).
- Unique author identifier (e.g., ORCID, ResearcherID, Scopus Author ID), if available.
- Requests for consideration under "new investigator" and/or "priority areas of research" areas.
- Key words, including science focus areas.
- Contact information (that is, name, address, telephone number, and e-mail address) for both the applicant and the principal investigator.

b. Resubmit Response (if applicable) (not counted against the proposal narrative page 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 proposal narrative page limit)

d. Main Body

1. Statement of the Problem.

The statement of the problem should address the need for research in this area. Applicants should discuss current gaps in data, research, and knowledge, including those for particular justice sectors, for certain populations, and to answer questions relevant to current policy and practice needs and public interests. It is not uncommon for multiple problems to exist simultaneously (for example, there may be a criminal justice problem affecting public safety, a current technical challenge/need identified by forensic practitioners, as well as a scientific/technology gap between the current state of the art and a desired solution) and applicants should discuss each of these clearly and justify the importance of the separate issues. As part of this discussion, applicants should present a review of previous literature and discuss previous research related to these problems.

2. Project Design and Implementation.

Applicants should provide a detailed description of the strategies to implement this research project and address the research questions. Design elements should follow directly from the research project's goals and objectives and address the program-specific information noted in the solicitation. Applicants should describe the research methodology and analysis plan in detail and demonstrate the validity and usefulness of the data they will collect. Applicants should consider the rigor and soundness of the methodology and analytical and technical approaches for the proposed research and address the feasibility of the proposed project and potential challenges or problems in carrying out the activities.

3. Potential Impact.

Applicants should describe the potential impact of the research and how it may inform or improve criminal or juvenile justice-related policy, practice, or theory in the United States. Applicants should also discuss the proposed dissemination plan to produce scholarly products as well as make summary information available to broader interested audiences, such as criminal justice practitioners or policymakers.

4. Capabilities and Competencies.

This section should describe the experience and capability of the applicant organization, key staff, and any proposed subgrantees (including consultants) that the applicant will use to implement and manage this effort and the federal funds under this award, highlighting any previous experience implementing projects of similar scope, design, and magnitude. Applicants should address:

- Experience and capacity to work with the proposed data sources in the conduct of similar research efforts.

- Experience and capacity to design and implement rigorous research and data analysis projects.
- Experience producing and disseminating meaningful deliverables.
- Applicants should also outline the management plan and organization that connects to the goals and objectives of the project.

5. Appendices (not counted against the proposal narrative page limit) include:

- 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.
- List of other agencies, organizations, or funding sources to which this application has been submitted (if applicable).

Note: applicants are not required to submit performance data with the application. Rather, 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.

OJP will require each successful applicant to submit regular performance data that demonstrate the results of the work carried out under the award. The performance data directly relate to the goals, objectives, and deliverables identified under “Goals, Objectives, and Deliverables” on page 9.

A list of performance measure questions for this program can be found on page 24.

Applicants can also visit OJP’s performance measurement page at www.ojp.gov/performance for an overview of performance measurement activities at OJP.

Award recipients will be required to submit performance measure data in quarterly financial reports, semi-annual progress reports, and the Final Research Report. Further guidance on the post-award submission process will be provided, if selected for award.

Goals, Objectives, Deliverables, and Timeline

Applicants will submit the project's goals, objectives, deliverables, and timelines in the JustGrants Web-based form. See the OJP Grant Application Resource Guide for additional information.

Budget and Associated Documentation

Budget Worksheet and Budget Narrative (Web-based Form)

Applicants will complete the JustGrants web-based budget form. See the OJP Grant Application Resource Guide for additional information.

The following paragraph (on “Cofunding”) expressly modifies the “Cost Sharing or Matching Requirement” provisions in the OJP Grant Application Resource Guide. The applicant is to follow the guidance in the following paragraph instead of the guidance stated under the “Cost Sharing or Matching Requirement” heading in the OJP Grant Application Resource Guide.

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

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.

Indirect Cost Rate Agreement (if applicable)

Applicants will submit their indirect cost rate agreement by uploading the agreement as an attachment in JustGrants. See the OJP Grant Application Resource Guide for additional information.

Financial Management Questionnaire (including applicant disclosure of high-risk status)

Applicants will download the questionnaire in JustGrants and submit by uploading the completed questionnaire as an attachment in JustGrants. See the OJP Grant Application Resource Guide for additional information.

Additional Application Components

Applicants will attach the additional requested documentation in JustGrants.

Curriculum Vitae or Resumes

Curriculum vitae or resume of the principal investigator and any and all co-principal investigators. In addition, curriculum vitae, resume, or biographical sketches of all other individuals (regardless of “investigator” status) who will be significantly involved in substantive aspects of the proposed project (including, for example, individuals such as statisticians used to conduct proposed data analysis).

Tribal Authorizing Resolution

If applicable, applicants will submit the Tribal Authorizing Resolution by uploading the resolution as an attachment in JustGrants. An application in response to this solicitation may require inclusion of information related to a tribal authorizing resolution as an attachment. See the OJP Grant Application Resource Guide for information on tribal authorizing resolutions.

Timeline Form

Proposed project timeline and expected milestones.

Letters of Support

Letters of cooperation/support or administrative agreements from organizations collaborating in the project, such as law enforcement and correctional agencies (if applicable).

If 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. Applicants will submit a description of their research and evaluation independence and integrity by uploading the document as an attachment in JustGrants. For additional information regarding demonstrating research/evaluation independence and integrity, including appropriate safeguards, see the OJP Grant Application Resource Guide.

Bibliography/reference

Bibliography/references. Provide a bibliography of any references cited in the Project Narrative.

Any tools/instruments, questionnaires, tables/chart/graphs, or maps

Any tools/instruments, questionnaires, tables/charts/graphs, or maps pertaining to the proposed project that are supplemental to such items included in the main body of the narrative.

List of Individuals in the Application

To assist OJP in assessing actual or apparent conflicts of interest (including such conflicts on the part of prospective reviewers of the application), provide 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. Applicants should use the " Proposed Project Staff, Affiliation, and Roles" form available on the NIJ webpage to prepare this list.

Human Subjects Protection

Human Subjects Protection paperwork (documentation and forms related to Institutional Review Board [IRB] review). See https://nij.ojp.gov/funding/human-subjects-and-privacy-protection. **Note**: Final IRB approval is not required at the time an application is submitted.

Privacy Certificate

Privacy Certificate (for further guidance go to https://nij.ojp.gov/funding/confidentiality-and-privacy-protections and https://nij.ojp.gov/funding/model-privacy-certificate).

Request to Use Incentives or Stipends

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://nij.ojp.gov/funding/participant-support-costs-and-incentives-social-scienceresearch.

Documentation of Rural Challenges (if applicable)

As is mentioned above, OJP will give priority consideration in award decisions to applications that address specific challenges that rural communities face. Each applicant proposing to receive priority consideration under the rural priority must provide a sufficient narrative to include what makes the geographic service area rural (using U.S. Census or other appropriate government data), how isolated the area is from

needed services, and how it will address specific challenges in rural communities. Applicants will submit the narrative by uploading the document as an attachment in JustGrants.

Documentation of High-Poverty Areas or Persistent-Poverty Counties (if applicable)

As mentioned above, OJP will give priority consideration in award decisions to applications that demonstrate that the individuals who will benefit from the requested grant reside in high-poverty areas or persistent-poverty counties as defined above. Each applicant proposing to receive consideration under the High-Poverty Areas or Persistent Poverty Counties priority must provide a sufficient narrative explanation to identify each specific High-Poverty Area (by census tract number(s)) and/or each specific Persistent-Poverty County where individuals are intended to benefit from the requested grant and how the requested grant will address specific challenges in each such identified area and/or county. Applicants will submit the narrative by uploading the document as an attachment in JustGrants.

Documentation of Enhanced Public Safety in Qualified Opportunity Zones (if applicable)

As is mentioned above, OJP will give priority consideration in award decisions to designated Qualified Opportunity Zones (QOZs). Each applicant proposing to receive priority consideration under the under the Qualified Opportunity Zones priority must provide a sufficient narrative explanation in order for OJP to identify clearly the public safety benefit the applicant anticipates that its project will have on a specified QOZ(s). The narrative and the list of affected QOZs (by census tract number) must be included as an attachment that is clearly labeled as addressing QOZs. The applicant may also include tables, charts, graphs, or other relevant illustrations that may be useful in comprehending the manner in which the proposed project is anticipated to benefit a QOZ(s). Applicants will submit the narrative by uploading the document as an attachment in JustGrants.

Project Management Plan

The project management plan.

Consortium/Contractual Arrangements

Explain the programmatic, fiscal, and administrative arrangements to be made between the

applicant organization and the consortium organization(s).

Data Archiving Plan

Applicants should anticipate that NIJ will require, through special award conditions, that data sets resulting in whole or in part from projects funded under this solicitation be submitted for archiving with the NACJD. See https://nij.ojp.gov/funding/data-archiving-plans-nij-funding-applicants.

Applications should include as an appendix a brief plan — labeled "Data Archiving Plan" — to comply with data archiving requirements. The plan should provide brief details about proposed data management and archiving, including submission to NIJ (through NACJD) of **all files and documentation** necessary to allow for future efforts by others to reproduce the project's findings and/or to extend the scientific value of the data set through secondary analysis. Pertinent files and documentation include, among other things, qualitative and quantitative data produced, instrumentation and data collection forms, codebook(s), any specialized programming code necessary to reproduce all constructed measures and the original data analysis, description of necessary de-identification procedures, and (when required) a copy of the privacy certificate and informed consent protocols.

The plan should be one or two pages in length and include the level of effort associated with meeting archiving requirements.

Note that recipients are strongly encouraged to submit required data sets at least 90 days before the end of the period of performance.

Disclosures and Assurances

Applicants will complete the following disclosures and assurances.

Disclosure of Lobbying Activities

Applicants will complete and submit the SF-LLL in Grants.gov. See the OJP Grant Application Resource Guide for additional information.

DOJ Certified Standard Assurances

See the DOJ Certified Standard Assurances in the OJP Grant Application Resource Guide.

Applicant Disclosure of Duplication in Cost Items

Applicants will complete the JustGrants web-based Applicant Disclosure of Duplication in Cost Items form. See the OJP Grant Application Resource Guide for additional information.

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

Applicants will review and accept the DOJ Certified Certifications Regarding Lobbying; Debarment, Suspension and Other Responsibility Matters; and Drug-Free Workplace Requirements. See OJP Grant Application Resource Guide.

Applicant Disclosure and Justification – DOJ High Risk Grantees (if applicable)

If applicable, applicants will submit as an attachment in JustGrants. See the OJP Grant Application Resource Guide for additional information. A DOJ High Risk Grantee is a recipient that has received a DOJ High Risk designation based on a documented history of unsatisfactory performance, financial instability, management system or other internal control deficiencies, or noncompliance with award terms and conditions on prior awards, or that is otherwise not responsible.

How to Apply

Applicants will submit an **SF-424** and an **SF-LLL** in Grants.gov at https://www.grants.gov/web/grants/register.html.

Applicants will submit the **full application** including attachments in JustGrants at JustGrants.usdoj.gov.

For additional information, see the "How to Apply" section in the OJP Grant Application Resource Guide.

Submission Dates and Time

The **SF-424** and the **SF-LLL** will be submitted in Grants.gov by 11:59 p.m. eastern time on March 22, 2021. 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.

The **full application** will be submitted in JustGrants on 11:59 p.m. eastern time on April 5, 2021 .

To be considered timely, the full application must be submitted in JustGrants by the JustGrants application deadline.

Application Review Information

Review Criteria

a. Scored Review Criteria

Applications that meet basic minimum requirements will be evaluated by peer reviewers.
Applications will be evaluated on how the proposed project/program addresses the following criteria:

1. Statement of the Problem (understanding of the problem, (10%)

- Demonstrated understanding of the problem.
- Demonstrated importance of research questions, goals and objectives, including alignment with the aims of the solicitation.
- Demonstrated awareness of the state of current research.

2. Project Design and Implementation (quality and technical merit) (50%).

- Feasibility of proposed project.
- Soundness of methods and analytic and technical approach to addressing the stated aim(s) of the proposed project.
- Awareness of potential pitfalls of proposed project design and feasibility of proposed actions to minimize and/or mitigate them.
- Feasibility of completing the deliverables noted in the solicitation.

3. Capabilities and Competencies (capabilities, demonstrated productivity, and experience of the applicant organization and proposed project staff) (20%)

- Qualifications and experience of proposed project staff (that is, the principal investigator, any and all co-principal investigators, and all other individuals (and organizations) identified in the application (regardless of "investigator" status) who will be significantly involved in substantive aspects of the proposed project).
- Demonstrated ability of the applicant organization to implement the proposed strategies and manage the effort.
- Relationship between the capabilities/competencies of the proposed project staff (including the applicant organization) and the scope and strategies of the proposed project.

4. Potential Impact (20%)

- Potential for a significant scientific or technical advance(s) that will improve criminal/juvenile justice in the United States.
- Potential for significantly improved understanding of the stated criminal/juvenile justice problem.
- Potential for innovative solution to address (all or a significant part of) the stated criminal/juvenile justice problem.
- Strength and feasibility of the proposed dissemination plan to produce scholarly products (such as published, peer-reviewed, scientific journal articles, book chapter(s) or book(s) in the academic press, technological prototypes, patented inventions, databases, standards or similar scientific products) as well as make summary information available to broader interested audiences, such as criminal justice practitioners or policymakers.

5. Budget (0%)

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

- Alignment of the proposed budget with proposed project activities.
- Total cost of the project relative to the perceived benefit (cost effectiveness).
- Appropriateness of the budget relative to the level of effort.
- Use of existing resources to conserve costs.

b. Additional Review Criteria

Other important considerations for NIJ include geographic diversity, strategic priorities (specifically including, but not limited to, those mentioned above relating to addressing specific challenges that rural communities face, high-poverty areas or persistent-poverty counties, demonstrable potential enhancement to public safety in one or more federally designated Qualified Opportunity Zones), available funding, past performance, and the extent to which the Budget Worksheet and Budget Narrative (web-based form) accurately explain project costs that are reasonable, necessary, and otherwise allowable under federal law and applicable federal cost principles.

Applications submitted under this solicitation that meet basic minimum requirements, will be evaluated for technical merit by a peer review panel(s) in accordance with OJP peer review policy and procedures using the stated review criteria above.

OJP screens applications to ensure they meet the basic minimum requirements prior to conducting peer review. 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 necessary to meet the basic minimum requirements.
- The application, if submitted by an applicant that is a DOJ High Risk Grantee, or is designated "high risk" by a federal grant-making agency outside of DOJ, must not have been determined by the NIJ Director to pose a substantial risk of program implementation failure, based on 1) the applicant's lack of sufficient progress in addressing required corrective actions necessary for removal of the DOJ High Risk Grantee (or non-DOJ high risk) designation, 2) the nature and severity of the issues leading to or accompanying the DOJ High Risk Grantee (or non-DOJ high risk) designation, and/or 3) the applicant's expected ability to manage grant funds and achieve grant goals and objectives.

Pursuant to the Part 200 Uniform Requirements, before award decisions are made, OJP also reviews information related to the degree of risk posed by the applicant. 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 $250,000 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, 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.

All final award decisions will be made by 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.

Federal Award Administration Information

Federal Award Notices

See the OJP Grant Application Resource Guide for information on award notifications and instructions.

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, and all applicable requirements of federal statutes and regulations (including applicable requirements referred to in the assurances and certifications executed in connection with award acceptance).

For additional information on these legal requirements, see the "Administrative, National Policy, and Other Legal Requirements" section in the OJP Grant Application Resource Guide.

An application in response to this solicitation may require inclusion of information related to information technology security. See the OJP Grant Application Resource Guide for information on information technology security.

General Information about Post-Federal Award Reporting Requirements

In addition to the deliverables described in Program Description, any recipient of an award under this solicitation will be required to submit certain reports and data

Required reports. Recipients typically must submit quarterly financial reports, quarterly, semi-annual progress reports, final financial and progress reports, final research reports, and, if applicable, an annual audit report in accordance with the Part 200 Uniform Requirements or specific award conditions. Future awards and fund drawdowns may be withheld if reports are delinquent. (In appropriate cases, OJP may require additional reports.)

See the OJP Grant Application Resource Guide for additional information on specific post-award reporting requirements, including performance measures data.

Federal Awarding Agency Contact(s)

For questions directed to the Federal Awarding Agency, see NCJRS contact information on page 3.

For contact information for Grants.gov, see page 2.

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

See the OJP Grant Application Resource Guide for information on Freedom of Information and Privacy Act (5 U.S.C. 552 and 5 U.S.C. 552a).

Provide Feedback to OJP

See the OJP Grant Application Resource Guide for information on how to provide feedback to OJP.

Performance Measures

Objective	Performance Measure(s)	Data Recipient Provides
Conduct research in social and behavioral sciences 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. If applicable, each data set that resulted in whole or in part from work funded under the NIJ award.

Application Checklist
Research and Evaluation of Trafficking in Persons Fiscal Year 2021

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

What an Applicant Must Do:

Prior to Registering in Grants.gov:

- Acquire a DUNS Number (see OJP Grant Application Resource Guide)
- Acquire or renew registration with SAM (see OJP Grant Application Resource Guide)

To Register with Grants.gov:

- Acquire AOR and Grants.gov username/password (see OJP Grant Application Resource Guide)
- Acquire AOR confirmation from the E-Biz POC (see OJP Grant Application Resource Guide)

To Find Funding Opportunity:

- Search for the Funding Opportunity on Grants.gov
- Select the correct Competition ID
- Access Funding Opportunity and Application Package (see OJP Grant Application Resource Guide)
- Sign up for Grants.gov email notifications (optional) (see OJP Grant Application Resource Guide)
- Read Important Notice: Applying for Grants in Grants.gov
- Read OJP policy and guidance on conference approval, planning, reporting available at ojp.gov/financialguide/DOJ/PostawardRequirements/chapter3.10a.htm (see OJP Grant Application Resource Guide)

Overview of Post-Award Legal Requirements:

- Review the " Overview of Legal Requirements Generally Applicable to OJP Grants and Cooperative Agreements - FY 2021 Awards" in the OJP Funding Resource Center.

Scope Requirement:

- The federal amount requested is within the allowable limit(s) of *$3 million*.

Eligibility Requirement:

- State governments
- Special district governments
- City or township governments
- Public and State controlled institutions of higher education
- County governments
- Public housing authorities/Indian housing authorities
- Native American tribal organizations (other than Federally recognized tribal governments)
- Native American tribal governments (Federally recognized)
- Nonprofits having a 501(c)(3) status with the IRS, other than institutions of higher education
- Nonprofits that do not have a 501(c)(3) status with the IRS, other than institutions of higher education
- Private institutions of higher education
- For profit organizations other than small businesses
- Independent school districts
- Small businesses

For purposes of this solicitation, the term "State" means any State of the United States, the District of Columbia, the Commonwealth of Puerto Rico, the Virgin Islands, American Samoa, Guam, and the Northern Mariana Islands.

Foreign governments, foreign organizations, and foreign colleges and universities are not eligible to apply. Federal agencies are eligible to apply. (Any award made to a federal agency will be made as an inter-agency reimbursable agreement.)

- Submit **SF-424** and **SF-LLL** in Grants.gov

After SF-424 and SF-LLL Submission in Grants.gov, Receive Grants.gov Email Notifications That:

- Submission has been received in Grants.gov
- Submission has either been successfully validated or rejected with errors (see OJP Grant Application Resource Guide)

If No Grants.gov Receipt, and Validation or Error Notifications are Received:

- Contact the NCJRS Response Center regarding technical difficulties (see OJP Grant Application Resource Guide)

Receive email notification to complete application in JustGrants:

- Complete Application in JustGrants

Content of Application Submission:

The following items are critical application elements required to pass Basic Minimum Requirements review. An application that OJP determines does not include the application elements hat must be included in the application submission in order for the application to meet the basic minimum requirements, will neither proceed to peer review, nor receive further consideration

- Proposal Narrative (see page 14)
- Budget Worksheet and Budget Narrative (web-based form), (see page 16)
- Curriculum Vitae/Resumes for Key Personnel (see page 17)

Content of Application Submission

- Information to Complete the Application for Federal Assistance (SF-424) in Grants.gov
- Standard Applicant Information (SF-424 info from Grants.gov)
- Proposal Abstract
- Proposal Narrative

Budget and Associated Documentation

- Budget Worksheet and Budget Narrative (Web-based form)
- Indirect Cost Rate Agreement (if applicable) (see OJP Grant Application Resource Guide)
- Financial Management and System of Internal Controls Questionnaire (see OJP Grant Application Resource Guide)

Additional Application Components

- Tribal Authorizing Resolution (if applicable) [insert if applicable] (see OJP Grant Application Resource Guide)
- Research and Evaluation Independence and Integrity (see OJP Grant Application Resource Guide)
- Documentation of rural challenges (if applicable)
- Documentation of high-poverty or persistent poverty counties (if applicable)
- Documentation of enhanced public safety in federally designated Qualified Opportunity Zones (if applicable)

Disclosures and Assurances

- Disclosure of Lobbying Activities (SF-LLL) (see OJP Grant Application Resource Guide)
- Applicant Disclosure of Duplication in Cost Items (Pending Applications) (see OJP Grant Application Resource Guide)
- DOJ Certified Standard Assurance (see OJP Grant Application Resource Guide)
- DOJ Certifications Regarding Lobbying; Debarment, Suspension and Other Responsibility Matters; and Drug-Free Workplace Requirements (see OJP Grant Application Resource Guide)
- Applicant Disclosure and Justification - DOJ High Risk Grantees (if applicable) (see OJP Grant Application Resource Guide)

Submit Application in JustGrants:

- Application has been successfully submitted in JustGrants

If No JustGrants Application Submission, Validation, or Error Notifications are Received:

- Contact JustGrants.Support@usdoj.gov *or 833–872–5175* regarding technical difficulties

Endnotes

[1] Including, but not limited to, the Department of Justice's Office on Violence Against Women (OVW) and Office for Victims of Crime (OVC); the Department of Homeland Security's Science and Technology Directorate; the State Department's Office to Monitor and Combat Trafficking in Persons; and the Department of Health and Human Services.

[2] See 22 USC § 7102 for additional information.

[3] 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.