



The U.S. Department of Justice, Office of Justice Programs, National Institute of Justice is seeking applications for funding under the Forensic Science Training Development and Delivery Program. This program furthers the Department's mission by supporting the development and delivery of training to State and local public crime laboratory forensic scientists and other relevant State and local criminal justice practitioners and policymakers in the area of forensic science.

Solicitation: Forensic Science Training Development and Delivery Program

Eligibility

(See "Eligibility," page 4)

Deadline

Registration with Grants.gov is required prior to application submission.

(See "Registration," page 3)

All applications are due **January 26, 2009, 11:59 p.m. eastern time.**

Contact Information

For assistance with the requirements of this solicitation, contact Charles Heurich, Program Manager, at 202-616-9264 or Charles.Heurich@usdoj.gov.

This application must be submitted through Grants.gov. For technical assistance with submitting the application, call the Grants.gov Customer Support Hotline at 1-800-518-4726 or send an email to support@grants.gov.

Note: The Grants.gov Support Hotline hours of operation are Monday-Friday from 7 a.m. to 9 p.m. eastern time.

Grants.gov Funding Opportunity No. NIJ-2009-1942

SL# 000855

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Forensic Science Training Development and Delivery Program

CFDA No. 16.560

Overview

The National Institute of Justice (NIJ) is the research, development, and evaluation agency of the U.S. Department of Justice (DOJ) and a component of the Office of Justice Programs (OJP). NIJ provides objective, independent, evidence-based knowledge and tools to enhance the administration of justice and public safety. NIJ solicits applications to inform its search for the knowledge and tools to guide policy and practice.

As stated in the President's DNA Initiative, *Advancing Justice Through DNA Technology*, the forensic science community has a critical need for trained forensic scientists in public crime laboratories. Additionally, there is a need to inform other criminal justice practitioners and policymakers on developments in forensic science. To that end, NIJ seeks applications from training provider(s), and other relevant entities, to develop and/or deliver knowledge-based forensic science curricula at the State and/or local level to train forensic scientists and to inform other criminal justice practitioners and policymakers. Applicants are encouraged to propose enhancements or modifications to existing training programs for computer-based or Web-based delivery. Dissemination of the product and sustainability of these initiatives is a priority. Applicants that propose to deliver training will be responsible for all aspects of the training delivery, including, but not limited to, travel, lodging, and per diem for participants, and any other training-related logistics. The project period for proposals submitted under this solicitation is up to 24 months.

Deadline: Registration

Registering with Grants.gov is a one-time process; however, processing delays may occur and **it can take up to several weeks for first-time registrants to receive confirmations/user passwords**. OJP highly recommends that applicants start the registration process as early as possible to prevent delays in submitting an application package to our agency by the application deadline specified. The registration process for organizations involves these steps: (1) Obtain a Data Universal Numbering System (DUNS) number; (2) Register your organization with the Central Contractor Registration (CCR) database; (3) Register with Grants.gov's Credential Provider and obtain a username and password; (4) Register with Grants.gov to establish yourself as an Authorized Organization Representative (AOR); and (5) The E-Business Point of Contact (POC) assigns the "Authorized Applicant Role" to you. For more information about the registration process, go to www.grants.gov. **Note: Your CCR must be renewed once a year. Failure to renew the CCR may prohibit submission of a grant application through Grants.gov.**

Deadline: Application

The due date for applying for funding under this announcement is **January 26, 2009, 11:59 p.m. eastern time.**

Within 24 to 48 hours after submitting your electronic application, you should receive an e-mail validation message from Grants.gov. The validation message will tell you whether the application has been received and validated or has been rejected, and why.

Important: You are urged to submit your application at least 72 hours prior to the due date of the application to allow time to receive the validation message and to correct any problems that may have caused the rejection notification.

If you experience unforeseen Grants.gov technical issues beyond your control, you must contact OJP staff **within 24 hours after the due date** and request approval to submit your application. At that time, OJP staff will require you to e-mail the complete grant application along with your DUNS number and provide a Grants.gov Help Desk tracking number(s). After OJP reviews all of the information submitted and contacts Grants.gov to validate the technical issues reported by the applicant, OJP will contact you to either approve or deny the request.

To ensure a fair competition for limited discretionary funds, the following conditions are not valid reasons to permit late submissions: (1) failure to begin the registration process in sufficient time; (2) failure to follow Grants.gov instructions on how to register and apply as posted on its Web site; (3) failure to follow all of the instructions in the OJP solicitation; and (4) technical issues experienced with the applicant's computer or information technology (IT) environment.

Eligibility

In general, NIJ is authorized to make grants to, or enter into contracts or cooperative agreements with, States (including territories), local governments (including federally recognized Indian tribal governments that perform law enforcement functions), nonprofit and profit organizations (including tribal nonprofit and profit organizations), institutions of higher education (including tribal institutions of higher education), and certain qualified individuals. Foreign governments, foreign organizations, and foreign institutions of higher education are not eligible to apply.

Federal agencies are eligible to apply for funding under this solicitation. If an award is made to a Federal agency, it will be through an Interagency Agreement (IAA) with the National Institute of Justice, Office of Justice Programs, U.S. Department of Justice.

Faith-Based and Other Community Organizations: Consistent with Executive Order 13279, dated December 12, 2002, and 28 C.F.R. Part 38, it is DOJ policy that faith-based and other community organizations that statutorily qualify as eligible applicants under DOJ programs are invited and encouraged to apply for assistance awards to fund eligible grant activities. Faith-based and other community organizations will be considered for awards on the same basis as other eligible applicants and, if they receive assistance awards, will be treated on an equal basis with all other grantees in the administration of such awards. No eligible applicant or grantee will be discriminated for

or against on the basis of its religious character or affiliation, religious name, or the religious composition of its board of directors or persons working in the organization.

Faith-based organizations receiving DOJ assistance awards retain their independence and do not lose or have to modify their religious identity (e.g., remove religious symbols) to receive assistance awards. DOJ grant funds, however, may not be used to fund any inherently religious activity, such as prayer or worship. Inherently religious activity is permissible, although it cannot occur during an activity funded with DOJ grant funds; rather, such religious activity must be separate in time or place from the DOJ-funded program. Further, participation in such activity by individuals receiving services must be voluntary. Programs funded by DOJ are not permitted to discriminate in the provision of services on the basis of a beneficiary's religion.

If your organization is a faith-based organization that makes hiring decisions on the basis of religious belief, it may be entitled, under the Religious Freedom Restoration Act, 42 U.S.C. § 2000bb, to receive Federal funds and yet maintain that hiring practice, even if the law creating the funding program contains a general ban on religious discrimination in employment. For the circumstances under which this may occur, and the certifications that may be required, please see the section titled "Funding to Faith-Based Organizations" on the "Other Requirements for OJP Applications" Web page at http://www.ojp.usdoj.gov/funding/other_requirements.htm.

Applicants are encouraged to review the "Civil Rights Compliance" section of the "Other Requirements for OJP Applications" Web page, which also can be found at http://www.ojp.usdoj.gov/funding/other_requirements.htm.

American Indian Tribes and Alaska Native Tribes and/or Tribal Organizations: If a grant application is being submitted on behalf of a tribe or tribal organization, a current authorizing resolution of the governing body of the tribal entity or other enactment of the tribal council or comparable government body authorizing the inclusion of the tribe or tribal organization named in the application must be included with the application.

Specific Information—Forensic Science Training Development and Delivery Program

The goal of the NIJ Forensic Science Training Development and Delivery Program is to provide access to forensic science training to State and local public crime laboratory forensic science practitioners and to inform other State and local criminal justice practitioners and policymakers on developments in forensic science, at no charge. This goal will be accomplished mainly through the development of new training, the enhancement of existing training, and the delivery of new and existing forensic science training.

Training currently funded by NIJ supports these goals through several means, including onsite technical training, offsite technical training, conferences, workshops, distance learning, and other training events. Applicants who propose to deliver training will be expected to develop curricula, create an agenda, identify speakers, select sites, provide logistical support, and execute each training event.

NIJ is seeking applications to perform one or more of the following tasks: develop new forensic science training curricula, deliver these newly developed forensic science training curricula, or leverage existing forensic science training curricula to deliver content through multiple cost-effective delivery mechanisms. The applicant may employ traditional classroom, hands-on laboratory-based, computer-based, Web-based, or other mechanisms for training delivery, depending on the objectives of the individual training program. Training must be provided at no charge to participants.

The applicant should have demonstrated experience and success in the development and/or delivery of both large-scale and focused forensic science training for forensic science practitioners and other criminal justice practitioners or policymakers. The applicant should also have the ability to develop and execute forensic science trainings in collaboration with NIJ. Priority consideration will be given to applicants that leverage existing curricula and have strategic partnerships to cost-effectively deliver forensic science content to State and local practitioners and policymakers.

NIJ will consider proposals for the following priority content areas. NIJ may also consider proposals for areas outside of these priority content areas.

Priority content areas for training development and delivery:

- Forensic crime scene investigation (Web-based, simulation/game-type, and/or distance-learning products only).
- Forensic toxicology (Web-based).
- Pattern evidence (e.g., fingerprints, questioned documents).
- Digital evidence.
 - Cell phone forensic examination training developed to teach State and local law enforcement computer forensic examiners how to acquire and examine physical or permanent memory and provide them with a detailed understanding of how cell phone data are stored and processed. This course must provide them with a comprehensive proficiency in manually locating and interpreting specific data within a data set or image file and provide comprehensive instruction in how automated cell phone forensic tools locate, identify, and report data of evidentiary value.
 - A training course to teach State and local law enforcement computer forensic examiners how and where to manually locate data on digital media storage devices and how automated computer forensic tools locate, identify, and report information of evidentiary value. This training course will provide them with the skills, knowledge, and tools to locate and identify specific information in formats such as hexadecimal or binary within data sets, carve information from the data set in a forensically sound manner, and articulate the findings.
 - Digital evidence collection training course developed to present the information contained in the NIJ publication *Electronic Crime Scene Investigation: A Guide for First Responders*. This course must teach State and local law enforcement forensic response teams and computer forensic examiners the material in the guide and provide them with a

measurable proficiency in digital evidence recognition, seizure, packaging, transportation, and storage.

- Development of a cell phone forensic examination guide that will provide State and local law enforcement computer forensic examiners with the information necessary to conduct thorough examinations of cell phones and compose comprehensive reports.
 - Development and delivery of a guide and a corresponding training course in cell phone seizure that will teach State and local law enforcement forensic response teams and computer forensic examiners proper seizure techniques to ensure that the integrity of seized cell phones as evidence is maintained.
- Medicolegal death investigation for medical examiners or coroners (on a regional or national level).
 - Continuing education for forensic anthropologists.
 - Education of criminal justice practitioners and policymakers other than forensic scientists (e.g., law enforcement officers, prosecutors) on relevant aspects of forensic science.

In addition, NIJ is also considering funding the delivery of specific training in the future which is detailed below:

- Missing Persons and Unidentified Decedents Regional Training for Law Enforcement.
 - The agenda is to include crime laboratory services (including DNA), case studies, and the latest investigative technologies that assist in identifying human remains.

This event should be delivered 2 times within a 12-month period and be 2.5 days in length, delivered regionally, with 150 attendees per event. It is expected that all aspects of the training including planning, development, and execution will be managed by the applicant. NIJ will have significant involvement with the agenda development and speaker selection.

All curricula content must be developed in accordance with the appropriate Scientific Working Group (SWG) or national training guidelines for that specific discipline, if applicable.

Please note: All applicants under this solicitation must comply with Department of Justice regulations on confidentiality and human subjects protection. See the Confidentiality and Human Subjects Protection Compliance section under “Other Requirements for OJP Applications” at http://www.ojp.usdoj.gov/funding/other_requirements.htm.

What will *not* be funded:

1. Work that will be funded under another specific solicitation.
2. State and local law enforcement agency requests to attend or receive forensic science training.
3. Federal agency requests to develop training for Federal employees.

4. Proposals primarily to purchase equipment, materials, or supplies. (Your budget and narrative must include justification that these items are necessary to develop or deliver the forensic science training.)
5. Proposals that fall within the scope of one of NIJ's targeted solicitations. Applicants should review the current funding opportunities section of NIJ's Web site to ensure that proposals are not better suited for other open solicitations. Proposals will not be considered under more than one solicitation.
6. Proposals to conduct research or casework. NIJ only seeks proposals to support training development and/or delivery.
7. Proposals that otherwise are not responsive to this solicitation.

Cost of proposed work: Total funding for this solicitation and the number of awards made will depend on the availability of funds, the quality of the applications, and other pertinent factors. **All awards are subject to the availability of appropriated funds and to any modifications or additional requirements that may be imposed by law.** Approximately 28 percent of applications to NIJ's Forensic Science Training Development and Delivery Program FY 2007 and FY 2008 solicitations were funded. The average award amount was approximately \$640,000.

Applicants should be aware that the total period of an award, including one that receives additional funding, ordinarily will not exceed 3 years.

A grant made by NIJ under this solicitation may account for up to 100 percent of the total cost of the project. See "Cofunding" under "What an Application Must Include."

Limitation on use of award funds for employee compensation; waiver: No portion of any award of more than \$250,000 made under this solicitation may be used to pay any portion of the total cash compensation (salary plus bonuses) of any employee of the award recipient whose total cash compensation 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. (The salary table for SES employees is available at <http://www.opm.gov>.)

This prohibition may be waived at the discretion of the Assistant Attorney General for the Office of Justice Programs. An applicant that wishes to request a waiver should include a detailed justification in the budget narrative for the application.

Performance Measures

To assist in fulfilling the Department's responsibilities under the Government Performance and Results Act (GPRA), P.L. 103-62, applicants who receive funding under this solicitation must provide data that measure the results of their work. Additionally, applicants must discuss their data collection methods in the application. Performance measures for this solicitation are as follows:

Objective	Performance Measures	Data Grantee Provides
<p>To increase the number of relevant no-cost training opportunities provided to forensic science and criminal justice practitioners and policymakers.</p>	<p>The number of forensic science personnel successfully completing developed or delivered training, or both, under this solicitation.</p> <p>The percentage of forensic science personnel participating in the training who felt the training was relevant to their needs.</p> <p>Quality of management as measured by whether significant interim project milestones were achieved, final deadlines were met, and costs remained within approved limits.</p>	<p>A description of the relevant training provided to the forensic community.</p> <p>The number of forensic science personnel successfully completing the developed/delivered training.</p> <p>The number of participants who felt the training was relevant to their needs.</p>

How to Apply

DOJ is participating in the e-Government initiative, one of 25 initiatives included in the President’s Management Agenda. Part of this initiative—Grants.gov—is a “one-stop storefront” that provides a unified process for all customers of Federal grants to find funding opportunities and apply for funding.

Grants.Gov Instructions: Complete instructions can be found at www.grants.gov. If you experience difficulties at any point during this process, please call the Grants.gov Customer Support Hotline at **1-800-518-4726**, Monday–Friday from 7 a.m. to 9 p.m. eastern time.

Funding Opportunities With Multiple Purpose Areas: Some OJP solicitations posted to Grants.gov contain multiple purpose areas, denoted by the individual Competition ID. If you are applying to a solicitation with multiple Competition IDs, you must select the appropriate Competition ID for the intended purpose area of your application. The application will be peer reviewed according to the requirements of the purpose area under which it is submitted.

Note: OJP’s Grants Management System (GMS) does not support Microsoft Vista or Microsoft 2007. Therefore, OJP will not review any application whose attachments are in Microsoft Vista or Microsoft 2007 format. GMS downloads applications from Grants.gov and is the system in which OJP reviews applications and manages awarded grants. Applications submitted via GMS must be in the following formats: Microsoft Word (*.doc), Word Perfect (*.wpd), PDF files (*.pdf), or Text Documents (*.txt), and may include Microsoft Excel (*.xls) files. GMS is not yet compatible with Vista and cannot yet process Microsoft Word 2007 documents saved in the new default format with the extensions of “.docx.” Please ensure the documents you are submitting in Grants.gov are saved using “Word 97–2003 Document (*.doc)” format.

Additionally, 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."

CFDA Number: The Catalog of Federal Domestic Assistance (CFDA) number for this solicitation is 16.560, titled "National Institute of Justice Research, Evaluation, and Development Project Grants," and the Grants.gov funding opportunity number is **NIJ-2009-1942**.

A DUNS number is required: The Office of Management and Budget requires that all businesses and nonprofit applicants for Federal funds include a DUNS (Data Universal Numeric System) number in their application for a new award or renewal of an award. Applications without a DUNS number are incomplete. A DUNS number is a unique nine-digit sequence recognized as the universal standard for identifying and keeping track of entities receiving Federal funds. The identifier is used for tracking purposes and to validate address and point-of-contact information for Federal assistance applicants, recipients, and subrecipients. The DUNS number will be used throughout the grant life cycle. Obtaining a DUNS number is a free, simple, one-time activity. Obtain one by calling 1-866-705-5711 or by applying online at <http://www.dnb.com/us>. Individuals are exempt from this requirement.

Central Contractor Registration (CCR) is required: In addition to the DUNS number requirement, OJP requires that all applicants (other than individuals) for Federal financial assistance maintain current registrations in the Central Contractor Registration (CCR) database. The CCR database is the repository for standard information about Federal financial assistance applicants, recipients, and subrecipients. Organizations that have previously submitted applications via Grants.gov are already registered with CCR, as it is a requirement for Grants.gov registration. Please note, however, that applicants must update or renew their CCR at least once per year to maintain an active status. Information about registration procedures can be accessed at www.ccr.gov.

What an Application Must Include

Applications should include the following:

Standard Form 424

Program Narrative

The Program Narrative includes:

- a. Abstract (not to exceed 600 words).
- b. Table of contents.
- c. Main body, which includes:
 - Purpose, goals, and objectives.
 - Review of relevant literature.
 - Implications for criminal justice policy and practice in the United States.
 - Management plan and organization.
 - Dissemination strategy.
- d. Appendixes (not counted against program narrative page limit) include:
 - Bibliography/References (if applicable).

- List of key personnel (required).
 - Résumés of key personnel (required).
 - List of previous and current NIJ awards (required).
 - Letters of cooperation/support or administrative agreements from organizations collaborating in the project (if applicable).
 - Chart for timeline, research calendar, or milestones (required).
 - Other materials required by the solicitation.
- e. Additional requirements. Applicants must outline the following, each of which is detailed further below:

Specific forensic science practitioner group to be targeted by proposed training.

The applicant should describe the specific forensic science discipline and the need for the proposed training to be developed or delivered, or both, to this audience.

Mechanism for delivery.

The applicant should describe either how the training content or materials, or both, will be delivered or the anticipated mechanism for delivery once the training is developed. Examples include Web-based curriculum that is designed for distance learning, traditional classroom lecture, and hands-on laboratory activities.

Defined timeline, milestones, and deliverables.

The applicant should use a detailed timeline to describe various milestones throughout the project period as well as the deliverables.

Location of training and number of practitioners that can be accommodated.

The applicant should describe the location(s) of the training and how the location(s) will help ensure cost effectiveness and access to a geographically diverse group of forensic science practitioners. If proposing long-distance learning activities, the applicant should detail where the material will be housed on the Internet (if applicable) and how it will be available to practitioners.

New and innovative solutions being employed.

The applicant should describe any new or innovative approach to the development or delivery of the specific training and how it will enhance the training. An example would be providing Web-based training materials as a precursor to a hands-on laboratory class to ensure all training participants have the same basic level of comprehension before attending the laboratory course.

Strategic partnerships developed.

The applicant should describe all strategic partnerships that enhance the development or delivery of the forensic science training activities. These partnerships should add value to the core competencies of the applicant, and the benefits of each partnership should be explained. An example would be for a forensic science training provider to partner with a logistics coordinator for all logistic needs of a training event.

Resources being leveraged to provide the best value.

The applicant should describe any resources being leveraged to decrease the cost of training development or delivery. Some examples are previously developed curricula, Web-based material that limits hours spent onsite, successful previously developed training programs, existing training facilities, and existing laboratory equipment.

Provisions for sustaining this program after Federal funding ends.

The applicant should describe how the training program will be sustained after the Federal investment ends. An example would be providing the training materials free of charge on a Web site, or educating laboratory managers on how to deliver the training in their own laboratories.

Recommendations for replicating this program as a successful model.

The applicant should describe how the program will be developed or delivered (or both) in such a manner that it could be replicated by other agencies or individual forensic science laboratories.

Clear and specific outcomes.

The applicant should describe clear and specific outcomes, including the number of State and local public crime laboratory forensic science practitioners that will be trained and the level of training they will receive. Comparing the number of practitioners trained and the level of experience they receive with respect to the funding invested will be critical in determining which applicants are considered for funding. In addition, the applicant should describe any recognized certifications that may be obtained as a result of the successful completion of the proposed training.

Demonstrated success in developing or delivering (or both) forensic science training.

The applicant should describe previous successes in developing or delivering (or both) both large-scale and focused forensic science training to public crime laboratory forensic science practitioners. If the applicant is proposing to leverage existing forensic science curricula to deliver training, the following items should be addressed and can be provided as an appendix to the program narrative:

- Description of the training.
- Sample syllabus.
- Description of how the training was developed.
- Details on any SWG or national training guidelines the training follows, if applicable.
- Name and affiliation of individuals that developed or reviewed, or both, the course.
- Summary of any evaluations obtained from the trainings.

Budget Detail Worksheet

The Budget Detail Worksheet should address the full scope, duration, and cost of the project. The Budget Detail Worksheet should include a breakdown of costs associated with each budget category, including itemizations and calculations where necessary.

The budget must be broken down on a year-by-year basis over the length of the project. That is, if the proposed project is 3 years, then there should be separate budgets for year one, year two, and year three.

Templates for filling out the Budget Detail Worksheet may be found online at http://www.ojp.usdoj.gov/funding/forms/budget_detail.pdf, OJP Standard Forms & Instructions. If you have any questions, please contact the Office of the Chief Financial Officer's Customer Service Center at 1-800-458-0786.

Budget Narrative

The Budget Narrative is a plain-language description of each of the proposed expenditures listed in the Budget Detail Worksheet. It should clearly explain the purpose and reason for all expenditures in the budget. There should be no ambiguities about any budget item. The narrative should also include details for calculated rates or other figures.

As with the Budget Detail Worksheet, the Budget Narrative must be broken down on a year-by-year basis.

Data Collection Plan

The Data Collection Plan is a description of the applicant's plan for the collection of the data required for performance measures.

Indirect Rate Agreement (if applicable)

Applicants that do not have a federally negotiated indirect cost rate and wish to establish one can submit a proposal to their "cognizant" Federal agency. Generally, the cognizant Federal agency is the agency that provides the preponderance of direct Federal funding. This can be determined by reviewing an organization's schedule of Federal financial assistance. If DOJ is your cognizant Federal agency, obtain information needed to submit an indirect cost rate proposal at <http://www.ojp.usdoj.gov/financialguide/part3/part3chap17.htm>.

Other Program Attachments

These include several forms, available on OJP's funding page at <http://www.ojp.usdoj.gov/funding/forms.htm>.

Page limit: The program narrative section of invited full proposals must not exceed 25 double-spaced pages in 12-point font with 1-inch margins. Abstract, table of contents, charts, figures, appendixes, and government forms do not count toward the 25-page limit for the narrative section.

Cofunding: A grant made by NIJ under this solicitation may account for up to 100 percent of the total cost of the project. You must indicate whether you believe it is feasible for you to contribute cash, facilities, or services as non-Federal support for the project. Your application should identify generally any such contributions that you expect to make and your proposed budget should indicate in detail which items, if any, will be supported with non-Federal contributions.

Selection Criteria

Successful applicants must demonstrate the following:

Statement of the Problem/Program Narrative (Understanding of the problem and its importance)—15%

Applicants should include appropriate citations and other information to demonstrate an understanding of the problem and the expected outcome of the training(s).

Project/Program Design and Implementation (Quality and technical merit)—30%

1. Awareness of the state of current forensic science training.
2. Soundness of methodology and approach.
3. Feasibility of proposed project and awareness of pitfalls.
4. Innovation and creativity (when appropriate).

Capabilities/Competencies (Capabilities, demonstrated productivity, and experience of applicants)—20%

1. Qualifications and experience of proposed staff.
2. Demonstrated ability of proposed staff and organization to manage the effort.
3. Adequacy of the plan to manage the project, including how various tasks are subdivided and resources are used.
4. Successful past performance on NIJ grants and contracts (when applicable).

Budget—15 %

1. Total cost of the project relative to the perceived benefit.
2. Appropriateness of the budget relative to the level of effort.
3. Use of existing resources to conserve costs.

Impact/Outcomes and Evaluation/Plan for Collecting Data for Performance Measures (Relevance to policy and practice)—15%

1. Potential for significant advances in forensic science training.
2. Potential for significant advances in the field.
3. Relevance for improving the policy and practice of criminal justice and related agencies and improving public safety, security, and quality of life.
4. Affordability and cost-effectiveness of proposed end products, when applicable (e.g., purchase price and maintenance costs for a new technology or cost of training to use the technology).
5. Perceived potential for commercialization and/or implementation of a new technology (when applicable).

Dissemination Strategy—5%

1. Well-defined plan for the grant recipient to disseminate results to appropriate audiences, including researchers, practitioners, and policymakers.
2. Suggestions for print and electronic products NIJ might develop for practitioners and policymakers.

Review Process

OJP is committed to ensuring a standardized process for awarding grants. NIJ reviews the application to make sure that the information presented is reasonable, understandable, measurable, achievable, and consistent with program or legislative requirements as stated in the solicitation.

Peer reviewers will be reviewing the applications submitted under this solicitation as well. NIJ may use either internal peer reviewers, external peer reviewers, or a combination of both to review the applications under this solicitation. An external peer reviewer is an expert in the field of the subject matter of a given solicitation who is NOT a current U.S. Department of Justice employee. An internal reviewer is an expert in the field of the subject matter of a given solicitation who is a current U.S. Department of Justice employee. Applications will be screened initially to determine whether the applicant meets all eligibility requirements. Only applications submitted by eligible applicants that meet all other requirements (such as timeliness, proper format, and responsiveness to the scope of the solicitation) will be evaluated, scored, and rated by a peer review panel. Peer reviewers' ratings and any resulting recommendations are advisory only. In addition to peer review ratings, considerations may include, but are not limited to, underserved populations, strategic priorities, past performance, and available funding.

After the peer review is finalized, the Office of the Chief Financial Officer (OCFO), in consultation with NIJ, conducts a financial review of all potential discretionary awards and cooperative agreements to evaluate the fiscal integrity and financial capability of applicants; examines proposed costs to determine if the budget and budget narrative accurately explain project costs; and determines whether costs are reasonable, necessary, and allowable under applicable Federal cost principles and agency regulations. OCFO also reviews the award document and verifies the OJP Vendor Number.

When awards will be made: All applicants, whether they are accepted or rejected, will be notified. The review and approval process takes about 10 months. You should not propose to begin work until at least 10 months after the application deadline on the cover of this solicitation. Also, you should not expect to receive notification of a decision for at least 10 months after that date. Lists of awards are updated regularly on NIJ's Web site at <http://www.ojp.usdoj.gov/nij/funding/welcome.htm>.

Absent explicit statutory authorization or written delegation of authority to the contrary, all final grant award decisions will be made by the Assistant Attorney General (AAG), who may also give consideration to factors including, but not limited to, underserved populations, strategic priorities, past performance, and available funding when making awards.

Additional Requirements

Successful applicants selected for an award must agree to comply with additional applicable requirements prior to receiving grant funding. We strongly encourage you to review the list below pertaining to these additional requirements prior to submitting your application. Additional information for each can be found at http://www.ojp.usdoj.gov/funding/other_requirements.htm.

- Civil Rights Compliance
- Funding to Faith-Based Organizations
- Confidentiality and Human Subjects Protection
- Anti-Lobbying Act
- Financial and Government Audit Requirements
- National Environmental Policy Act (NEPA)
- DOJ Information Technology Standards
- Single Point of Contact Review
- Nonsupplanting of State and Local Funds
- Criminal Penalty for False Statements
- Compliance with Office of Justice Programs Financial Guide
<http://www.ojp.usdoj.gov/financialguide/>
- Suspension or Termination of Funding
- Nonprofit Organizations
- For-Profit Organizations
- Government Performance and Results Act (GPRA)
- Rights in Intellectual Property
- Federal Funding Accountability and Transparency Act (FFATA)

Reporting: If your proposal is funded, you will be required to submit several reports and other materials, including quarterly financial reports, semiannual progress reports, a final progress report, and, if applicable, an annual audit report in accordance with Office of Management and Budget Circular A-133. Future awards and fund drawdowns may be withheld if reports are delinquent.