

Notices regarding the solicitation “Graduate Research Fellowship in the Social and Behavioral Sciences”

March 14, 2019: On February 27, 2019, NIJ hosted a webinar that provided an overview and discussion of the program. The slides and transcript from this webinar have been added to the end of this document.

February 25, 2019: The link to the DOJ Grants Financial Management Online Training under “Financial Management and System of Internal Controls” was updated.

February 19, 2019: Information regarding submission of information pertaining to disclosure and justification for DOJ High Risk Grantees was redacted.

The original solicitation document begins on the next page.



The [U.S. Department of Justice](#) (DOJ), [Office of Justice Programs](#) (OJP), [National Institute of Justice](#) (NIJ) is seeking applications for funding of innovative doctoral dissertation research in the social and behavioral sciences that is relevant to reducing and preventing violent crime, combating the opioid epidemic, promoting law enforcement officer safety, health, and wellness, rescuing and restoring crime victims, securing our Nation's borders, and enhancing law enforcement investigations and prosecutions. This program furthers the Department's mission by sponsoring research to provide objective, independent, evidence-based knowledge and tools to meet the challenges of crime and justice, particularly at the state, local and tribal levels.

Graduate Research Fellowship in the Social and Behavioral Sciences

Applications Due: April 8, 2019

Eligibility

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

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

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

NIJ welcomes 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).¹ The applicant must be the entity that would have primary responsibility for carrying out the award, including administering funding, managing the entire research, as applicable, and monitoring and appropriately managing any subawards ("subgrants").

¹ For additional information on subawards, see "Budget and Associated Documentation" under [Section D. Application and Submission Information](#).

Under this solicitation, any particular applicant entity may submit more than one application, as long as each application proposes a different project in response to the solicitation. Also, an entity may be proposed as a subrecipient (subgrantee) in more than one application.

Deadline

Applicants must register with Grants.gov at <https://www.grants.gov/web/grants/register.html> prior to submitting an application. All applications are due by 11:59 p.m. eastern time on April 8, 2019.

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

OJP encourages all applicants to read this [Important Notice: Applying for Grants in Grants.gov](#).

For additional information, see [How to Apply](#) in [Section D. Application and Submission Information](#).

Contact Information

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

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

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

Grants.gov number assigned to this solicitation: NIJ-2019-15466

Release date: February 5, 2019

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Graduate Research Fellowship in the Social and Behavioral Sciences

(CFDA No. 16.560)

A. Program Description

Overview

The NIJ Graduate Research Fellowship (GRF) Program in the Social and Behavioral Sciences is open to doctoral students in all social and behavioral science disciplines. This program provides awards to accredited academic institutions to support graduate research leading to doctoral degrees in areas that are relevant to ensuring public safety, preventing and controlling crime, and ensuring the effective administration of criminal justice in the United States.

NIJ invests in doctoral education by supporting universities that sponsor students who demonstrate the potential to successfully complete doctoral degree programs in disciplines relevant to the mission of NIJ. Applicants sponsoring doctoral students are eligible to apply only if:

1. The doctoral student's degree program is in a social and behavioral science discipline; and
2. The student's proposed dissertation research has demonstrable implications for addressing the challenges of public safety, crime, and/or the fair and impartial administration of criminal justice in the United States.

To learn more about NIJ's Graduate Research Fellowship (GRF) Program in Social and Behavioral Sciences, see www.nij.gov/GRF-SBS.

Statutory Authority: As of the writing of this solicitation, the Department of Justice is operating under a short-term "Continuing Resolution"; no full-year appropriation for the Department has been enacted for FY 2019.

Program-Specific Information

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

NIJ's Graduate Research Fellowship Program in the Social and Behavioral Sciences is open to doctoral students in all social and behavioral science disciplines. To learn more about the program, see www.nij.gov/GRF-SBS. Academic institutions sponsoring doctoral students whose disciplines are in the science, technology, engineering and mathematics (STEM) should consider submitting their applications under the "[NIJ Graduate Research Fellowship Program in Science, Technology, Engineering, and Mathematics](#)" (GRF-STEM) solicitation. Answers to frequently asked questions about the GRF-STEM program are posted at <https://www.nij.gov/GRF-STEM>.

Awards are anticipated to be made to successful applicant institutions in the form of a grant fellowship for the sponsored doctoral student. Each fellowship provides up to three (3) years of support usable within a five-year period. For each year of support, NIJ provides the degree-granting institution a stipend of \$35,000 usable towards the student's salary and related costs, and up to \$15,000 to cover the student's tuition and fees, administrative expenses, research expenses, and related costs (see [Section B. Federal Award Information](#)). The award will be made for the entire cumulative fellowship amount (up to three [3] years of funding). Although the award is made for the full amount, after the first year each annual funding increment is withheld pending annual demonstration of continued enrollment and adequate progress toward the degree. Final award decisions will be made by the Director of the National Institute of Justice.

Successful applicants must demonstrate clearly how the proposed dissertation research will advance criminal justice practice and/or policy in the United States and addresses issues deemed critical by the U.S. Department of Justice. Proposals addressing one or more of the following six areas are particularly encouraged:

- Reducing and preventing violent crime.
- Combating the opioid epidemic.
- Promoting law enforcement officer safety, health, and wellness.
- Rescuing and restoring crime victims.
- Securing our Nation's borders.
- Enhancing law enforcement investigations and prosecutions.

Quantitative, qualitative, primary, and secondary data analysis and mixed-method approach research studies are encouraged. Special consideration will be given to applications that demonstrate that the most rigorous research methods applicable to the proposed research topic will be used to maximize the validity and reliability of the findings.

NIJ encourages the resubmission of proposals that have addressed previous peer review comments.

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

Applicant Information

The applicant under this solicitation will be a degree-granting academic institution in the United States or its territories. To be eligible, the academic institution of record must be fully accredited by one of the regional institutional accreditation agencies recognized by the U.S. Secretary of Education. An applicant institution sponsoring a doctoral student is eligible to apply only if the doctoral student satisfies the [Doctoral Student Eligibility Requirements](#). **Applications from students who apply as individuals will not be considered.**

The academic institution's institution-wide research office (e.g., office of sponsored research) must complete and submit an application electronically using Grants.gov (see [What an Application Should Include](#)). If allowed by the applicant institution, the sponsored doctoral student should be identified as the project's principal investigator.

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

Doctoral Student Eligibility Requirements

The graduate student must:

1. Be enrolled full-time in a doctoral degree program in a social and behavioral sciences discipline at the eligible academic institution; and
2. Propose a dissertation research topic that is relevant to addressing the challenges of public safety, crime, and/or the fair and impartial administration of criminal justice in the United States (see [What an Application Should Include](#)).

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

If the doctoral student has an approved topic at the time of application, then it should be noted in a statement of support from the doctoral student's dissertation committee chair (see [Dissertation Committee Chair Requirements Appendices](#)).

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

Even though an award may be made, access to award funds will be withheld until the required documentation is received and approved by the NIJ Program Office. NIJ anticipates that award notifications will be made on or before September 30, 2019. The applicant and the doctoral student are cautioned not to anticipate the availability of fellowship funds for meeting any necessary or required expenses until the requirements stipulated above have been met in full. Awarded applicants may receive fellowship funding to support only a doctoral student who is actively enrolled in the doctoral degree program and actively carrying out the research for the dissertation identified in the funding application.

Human subjects protection paperwork including Institutional Review Board (IRB) documentation and a completed privacy certificate **are not required at the time of application**. If awarded, and if applicable, funds will be withheld until submission and NIJ approval of any required Human Subjects Protection documentation and/or a completed Privacy Certificate. The Privacy Certificate must be signed by the academic institution's IRB chair. For information on NIJ's Human Subjects and Privacy Protection requirements, see www.nij.gov/nij/funding/humansubjects/welcome.htm.

Dissertation Committee Chair Requirements

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

The statement of support should:

- Evaluate the doctoral student's proposed project;
- Describe the current status of the proposed work;
- Outline any pending work, academic or otherwise, toward completion of the degree;
- Comment on the student's potential to complete the dissertation;
- Indicate whether the student has his/her full support; and
- Present evidence of both the department's and the dissertation committee chair's abilities to mentor doctoral candidates through to completion of their degrees.
- Describe the committee chair's role in monitoring the project and verify that the committee chair will review and approve all progress reports prior to submission to NIJ.

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

For information on application elements designated as required by NIJ under this solicitation, see page 15.

Encouraging Program Investments in Economically-Distressed Communities (Qualified Opportunity Zones)

Under this program, OJP will, as appropriate, give priority consideration in award decisions to applications that propose projects that directly benefit federally designated Qualified Opportunity Zones (QOZ).² In order to assist NIJ in considering this factor, applicants should include information in the application that specifies how the project will generate information about enhancing 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>.

Goals, Objectives, Deliverables, and Expected Scholarly Products

The ultimate goal of this solicitation is to increase the pool of researchers in the social and behavioral sciences that are involved in research relevant to problems that affect criminal justice policy and practice in the United States, particularly addressing issues deemed critical by the U.S. Department of Justice (see above). Through the GRF program in the Social and Behavioral Sciences, NIJ supports graduate education by investing in academic institutions that support outstanding and promising doctoral students.

Deliverables

Recipients of awards made under this solicitation will be required to deliver bi-annual and final progress reports, and quarterly financial reports to NIJ by specified deadlines.

The final deliverables for awards under this solicitation are:

- An official signed copy of the doctoral student's dissertation.
- A list of scholarly products and products developed for broad dissemination to informal audiences resulting from the dissertation research.

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

Upon submission, the dissertation may be archived at the [National Criminal Justice Reference Service](#) (NCJRS). Doctoral students who participate in the GRF program are encouraged but are not required to archive their dissertation data with the National Archive of Criminal Justice Data (NACJD).

In addition to these deliverables (and the required reports and data on performance measures described in [Section F. Federal Award Administration Information](#)), 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.

The Goals, Objectives, Deliverables, and Expected Scholarly Products are directly related to the performance measures that demonstrate the results of the work completed.

² See Public Law 115-97, Title I, Subtitle C, Part IX, Subpart B, Sec. 13823.

Performance Measures

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

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

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

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

Objective	Performance Measure(s)	Data Recipient Provides
<p>Conduct research in social and behavioral sciences having clear implications for criminal justice policy and practice in the United States.</p>	<ol style="list-style-type: none"> 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. 	<ol style="list-style-type: none"> 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.

Evaluation Research

If an application includes an evaluation research component (or consists entirely of evaluation research), the application is expected to propose the most rigorous evaluation design appropriate for the research questions to be addressed. If the primary purpose of the evaluation is to determine the effectiveness or impact of an intervention (e.g., program, practice, or policy), the most rigorous evaluation designs may include random selection and assignment of participants (or other appropriate units of analysis) to experimental and control conditions. In

cases where randomization is not feasible, applicants should propose a strong quasi-experimental design that can address the risk of selection bias.

Applications that include evaluation research should consider the feasibility of including cost/benefit analysis. In cases where evaluations find that interventions have produced the intended benefit, cost/benefit analysis provides valuable and practical information for practitioners and policymakers that aids decisionmaking.

Evaluation research projects may also address a wide range of research questions beyond those focused on the effectiveness or impact of an intervention. Different research designs may be more appropriate for different research questions and at different stages of program development. The intervention strategies, setting, other contextual factors, and resources should be taken into account when selecting an evaluation design. In all cases, applications are expected to propose the most rigorous evaluation design appropriate for the research questions to be addressed.

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

B. Federal Award Information

NIJ expects to make up to seven awards with an estimated total amount awarded of up to \$150,000 each. Up to \$1,000,000 in funding may be made available for this solicitation. Awards will be made for periods of performance of up to five years, while providing up to three years of funding within that timespan.

Each fellowship award made under this 2019 solicitation will be for the entire fellowship term, as requested — up to a 60-month (five-year) project period. The amount requested may not exceed three years of funding (\$150,000 maximum). Although the full amount is awarded upfront, after the first year each annual funding increment is withheld pending receipt and approval by NIJ of:

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

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

The total period of performance of an award will not exceed five (5) years. The applicant's budget narrative and budget detail worksheet should reflect the entire proposed project timeline of up to three years of funding, in discrete 12-month increments. The Application for Federal Assistance (SF-424) should reflect the cumulative funding request.

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

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

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

To allow time for (among other things) any necessary post-award review and financial clearance by OJP of the proposed budget and for any associated responses or other action(s) that may be required of the recipient, applicants should propose an award start date of January 1, 2020. Although NIJ anticipates that funds awarded under this GRF-SBS solicitation will be made available on January 1, 2020, the applicant academic institution and doctoral student are cautioned not to anticipate the availability of funds for meeting any necessary or required expenses for the 2020 Winter Quarter or Spring Semester until the requirements stipulated under Doctoral Student Eligibility have been met in full.

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 2019 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.)

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

Type of Award

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

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

Financial Management and System of Internal Controls

Award recipients and subrecipients (including recipients or subrecipients that are pass-through entities³) must, as described in the Part 200 Uniform Requirements⁴ as set out at 2 C.F.R. 200.303:

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

To help ensure that applicants understand applicable administrative requirements and cost principles, OJP encourages prospective applicants to enroll, at no charge, in the DOJ Grants

³ For purposes of this solicitation, the phrase “pass-through entity” includes any recipient or subrecipient that provides a subaward (“subgrant”) to carry out part of the funded award or program.

⁴ 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.

Financial Management Online Training, available at <https://onlinegfmt.training.ojp.gov/>. (This training is required for all OJP recipients.)

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

Budget Information

What will not be funded:

- Applications primarily to purchase equipment, materials, or supplies. (A budget may include these items if they are necessary to conduct research, development, demonstration, evaluation, or analysis.)
- Applications for dissertation research by doctoral students who are not pursuing research related to public safety, crime, and/or the fair and impartial administration of criminal justice in the United States.
- Applications that are not responsive to this specific solicitation.

Cost Sharing or Matching Requirement

See “Cofunding” paragraph under item 4 (“Budget and Associated Documentation”) under [What an Application Should Include](#) in [Section D. Application and Submission Information](#).

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

Pre-agreement costs are costs incurred by the applicant prior to the start date of the period of performance of the federal award.

OJP does **not** typically approve pre-agreement costs; an applicant must request and obtain the prior written approval of OJP for all such costs. All such costs incurred prior to award and prior to approval of the costs are incurred at the sole risk of the applicant. (Generally, no applicant should incur project costs *before* submitting an application requesting federal funding for those costs.) Should there be extenuating circumstances that make it appropriate for OJP to consider approving pre-agreement costs, the applicant may contact the point of contact listed on the title page of this solicitation for the requirements concerning written requests for approval. If approved in advance by OJP, award funds may be used for pre-agreement costs, consistent with the recipient’s approved budget and applicable cost principles. See the section on “Costs Requiring Prior Approval” in the DOJ Grants Financial Guide at <https://ojp.gov/financialguide/DOJ/index.htm> for more information.

Limitation on Use of Award Funds for Employee Compensation; Waiver

With respect to any award of more than \$250,000 made under this solicitation, a recipient may not use federal funds to pay total cash compensation (salary plus cash bonuses) to any

employee of the recipient at a rate that exceeds 110 percent of the maximum annual salary payable to a member of the Federal Government's Senior Executive Service (SES) at an agency with a Certified SES Performance Appraisal System for that year.⁵ The 2019 salary table for SES employees is available at the Office of Personnel Management website at <https://www.opm.gov/policy-data-oversight/pay-leave/salaries-wages/salary-tables/19Tables/exec/html/ES.aspx>. Note: A recipient may compensate an employee at a greater rate, provided the amount in excess of this compensation limitation is paid with non-federal funds. (Non-federal funds used for any such additional compensation will not be considered matching funds, where match requirements apply.) If only a portion of an employee's time is charged to an OJP award, the maximum allowable compensation is equal to the percentage of time worked times the maximum salary limitation.

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

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

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

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

Costs Associated with Language Assistance (if applicable)

If an applicant proposes a program or activity that would deliver services or benefits to individuals, the costs of taking reasonable steps to provide meaningful access to those services or benefits for individuals with limited English proficiency may be allowable. Reasonable steps to provide meaningful access to services or benefits may include interpretation or translation services, where appropriate.

⁵ OJP does not apply this limitation on the use of award funds to the nonprofit organizations listed in Appendix VIII to 2 C.F.R. Part 200.

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

C. Eligibility Information

For eligibility information, see title page.

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

D. Application and Submission Information

What an Application Should Include

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

Moreover, an applicant should anticipate that an application that OJP determines is nonresponsive to the scope of the solicitation, or that OJP determines does not include the application elements that NIJ has designated to be critical, will neither proceed to peer review nor receive further consideration. For this solicitation, NIJ has designated the following application elements as critical: Program Narrative, Budget Detail Worksheet, Budget Narrative, resumes/curriculum vitae of key personnel (student and dissertation chair or, as appropriate, the doctoral student's faculty advisor, department chair, departmental director of graduate studies, or an individual with similar responsibilities), references, project timeline, and a statement of support from the dissertation committee chair or, as appropriate, the doctoral student's faculty advisor, department chair, departmental director of graduate studies, or an individual with similar responsibilities.

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

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

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

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

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

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

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

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

2. Project Abstract

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

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

- Written for a general public audience.
- Submitted as a separate attachment with "Project Abstract" as part of its file name.
- Single-spaced, using the form's standard 12-point font (with 1-inch margins).

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

Project abstracts should follow the detailed template (including the detailed instructions as to content) available at www.nij.gov/funding/documents/nij-project-abstract-template.pdf.

3. Program Narrative

The program narrative section of the application should not exceed 15 double-spaced pages in 12-point font with 1-inch margins. If included in the main body of the program narrative, tables, charts, figures, and other illustrations count toward the 15-page limit for the narrative section. The project abstract, table of contents, appendices, and government forms do not count toward the 15-page limit.

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

The following sections should be included as part of the program narrative.⁶

Program Narrative Guidelines:

a. Title Page (not counted against the 15-page program narrative limit).

The title page should include the title of the project, submission date, funding opportunity number, and the name and complete contact information (that is, address, telephone number, and e-mail address) for both the applicant and the principal investigator.

b. Resubmit Response (if applicable) (not counted against the 15-page program narrative limit).

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

c. Table of Contents and Figures (not counted against the 15-page program narrative limit).

d. Main Body.

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

- Statement of the Problem and Research Questions. The statement of the problem should address the need for research in this area. Applicants should

⁶ 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.

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. As part of this discussion, applicants should present a review of previous literature and discuss previous research related to these problems.

This section should also identify the proposed research questions and discuss the purpose, goals, and objectives of the proposed project.

- **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 on page 4. Applicants should describe the research methodology 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.
- **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.

The discussion of impact should include a discussion of the deliverables, including planned scholarly products indicated in the Program-specific information on page 4, and a plan for dissemination to appropriate audiences. Applicants should identify plans to produce or make available to broader interested practitioners and policy makers in a form that is designed to be readily accessible and useful to them.

- **Capabilities/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.

e. **Appendices** not counted against the 15-page program narrative limit) include:

- Bibliography/references.
- 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.
- Curriculum vitae or resumes of the doctoral student and the dissertation committee chair. If the applicant does not have a dissertation committee chair, a curriculum vitae or resume from the faculty advisor, department chair, departmental director of graduate studies, or individual with similar responsibilities that submitted a letter of support.
- Personal statement from the student discussing his or her academic background, research experience, career goals, and the anticipated role of the fellowship in his or her professional trajectory, not to exceed two (2) double-spaced pages in 12-point font with 1-inch margins.
- To assist OJP in assessing actual or apparent conflicts of interest (including such conflicts on the part of prospective reviewers of the application), a complete list of the individuals named or otherwise identified anywhere in the application (including in the budget or in any other attachment) who will or may work (or advise or consult) on the proposed research, development, or evaluation project. This applies to all such individuals, including, for example, individuals who are or would be employees of the applicant or employees of any proposed subrecipient entity, any individuals who themselves may be a subrecipient, and individuals who may (or will) work without compensation (such as advisory board members). This appendix to the program narrative is to include, for each listed individual: name, title, employer, any other potentially-pertinent organizational affiliation(s), and the individual's proposed roles and responsibilities in carrying out the proposed project. If the application identifies any specific entities or organizations (other than the applicant) that will or may work (or advise or consult) on the proposed project, without also naming any associated individuals, the name of each such organization also should be included on this list. Applicants should use the "Proposed Project Staff, Affiliation, and Roles" form available at <https://www.nij.gov/funding/documents/nij-project-staff-template.xlsx> to provide this list.

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

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

- Proposed project timeline and expected milestones.
- Human Subjects Protection paperwork (documentation and forms related to Institutional Review Board (IRB) review). (See [nij.gov/funding/humansubjects/Pages/welcome.aspx](https://www.nij.gov/funding/humansubjects/Pages/welcome.aspx)) **Note:** Final IRB approval is not required at the time an application is submitted.
- Privacy Certificate (for further guidance go to [nij.gov/funding/humansubjects/pages/confidentiality.aspx](https://www.nij.gov/funding/humansubjects/pages/confidentiality.aspx)).
- List of any previous and current NIJ awards to the applicant and investigator(s), including the NIJ assigned award numbers and a brief description of any scholarly products that resulted in whole or in part from work funded under the NIJ award(s). (See “Goals, Objectives, Deliverables, and Expected Scholarly Products” under “Program-Specific Information,” above, for definition of “scholarly products.”)
- List of other agencies, organizations, or funding sources to which this application has been submitted including, but not limited to, other fellowships which the doctoral student has received, and the dates during which those fellowships will be active (if applicable).
- Applicants proposing to use incentives or stipends payments as part of their research project design, must submit an incentive or stipend approval request, as a separate document, according to the requirements set forth at <https://www.nij.gov/funding/Pages/research-participant-costs-and-incentives.aspx>.
- Letters of cooperation/support or administrative agreements from organizations collaborating in the project, such as law enforcement and correctional agencies (if applicable).

4. Budget and Associated Documentation

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

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

a. Budget Detail Worksheet

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

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

b. Budget Narrative

The Budget Narrative and Budget Detail Worksheet should reflect the entire proposed project timeline of up to five years, in discrete 12-month increments. The SF-424 should reflect the total cumulative funding request.

The budget narrative should thoroughly and clearly describe every category of expense listed in the Budget Detail Worksheet. OJP expects proposed budgets to be complete, cost effective, and allowable (e.g., reasonable, allocable, and necessary for project activities).

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

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

c. Cofunding

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

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

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

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

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

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

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

- [Subawards under OJP Awards and Procurement Contracts under Awards: A Toolkit for OJP Recipients.](#)
- [Checklist to Determine Subrecipient or Contractor Classification.](#)
- [Sole Source Justification Fact Sheet and Sole Source Review Checklist.](#)

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

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

1. Information on proposed subawards

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

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

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

2. Information on proposed procurement contracts (with specific justification for proposed noncompetitive contracts over \$250,000)

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

The Procurement Standards in the Part 200 Uniform Requirements, however, reflect a general expectation that agreements that (for purposes of federal grants administrative requirements) constitute procurement "contracts" under awards will be entered into on the basis of full and open competition. All noncompetitive (sole source) procurement contracts must meet the OJP requirements outlined at <https://ojp.gov/training/subawards-procurement.htm>. If a proposed procurement contract would exceed the simplified acquisition threshold -- currently, \$250,000 -- a recipient of an OJP award may not proceed without competition unless and until the recipient receives specific advance authorization from OJP to use a non-competitive approach for the procurement. An applicant that (at the time of its application) intends -- without competition -- to enter into a procurement contract that would exceed \$250,000 should include a detailed justification that explains to OJP why, in the particular circumstances, it is appropriate to proceed without competition.

If the applicant receives an award, sole source procurements that do not exceed the Simplified Acquisition Threshold (currently \$250,000) must have written justification

for the noncompetitive procurement action maintained in the procurement file. If a procurement file does not have the documentation that meets the criteria outlined in 2 C.F.R. 200, the procurement expenditures may not be allowable. Sole source procurement over the \$250,000 Simplified Acquisition Threshold must have prior approval from OJP using a Sole Source Grant Adjustment Notice (GAN). Written documentation justifying the noncompetitive procurement must be submitted with the GAN and maintained in the procurement file.

e. Pre-Agreement Costs

For information on preagreement costs, see [Section B. Federal Award Information](#).

5. Indirect Cost Rate Agreement (if applicable)

Indirect costs may be charged to an award only if:

- (a) The recipient has a current (unexpired), federally approved indirect cost rate; or
- (b) The recipient is eligible to use, and elects to use, the “de minimis” indirect cost rate described in the Part 200 Uniform Requirements, as set out at 2 C.F.R. 200.414(f).

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

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

Certain OJP recipients have the option of electing to use the “de minimis” indirect cost rate. An applicant that is eligible to use the “de minimis” rate that wishes to use the “de minimis” rate should attach written documentation to the application that advises OJP of both-- (1) the applicant’s eligibility to use the “de minimis” rate, and (2) its election to do so. If an eligible applicant elects the “de minimis” rate, costs must be consistently charged as either indirect or direct costs, but may not be double charged or inconsistently charged as both. The “de minimis” rate may no longer be used once an approved federally-negotiated indirect cost rate is in place. (No entity that ever has had a federally-approved negotiated indirect cost rate is eligible to use the “de minimis” rate.) For the “de minimis” rate requirements (including information on eligibility to elect to use the rate), see the Part 200 Uniform Requirements, at 2 C.F.R. 200.414(f).

6. Tribal Authorizing Resolution (if applicable)

A tribe, tribal organization, or third party that proposes to provide direct services or assistance to residents on tribal lands should include in its application a resolution, letter, affidavit, or other documentation, as appropriate, that demonstrates (as a legal matter) that

the applicant has the requisite authorization from the tribe(s) to implement the proposed project on tribal lands. In those instances when an organization or consortium of tribes applies for an award on behalf of a tribe or multiple specific tribes, the application should include appropriate legal documentation, as described above, from all tribes that would receive services or assistance under the award. A consortium of tribes for which existing consortium bylaws allow action without support from all tribes in the consortium (i.e., without an authorizing resolution or comparable legal documentation from each tribal governing body) may submit, instead, a copy of its consortium bylaws with the application.

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

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

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

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

- The federal awarding agency that currently designates the applicant high risk.
- The date the applicant was designated high risk.
- The high-risk point of contact at that federal awarding agency (name, phone number, and email address).
- The reasons for the high-risk status, as set out by the federal awarding agency.

OJP seeks this information to help ensure appropriate federal oversight of OJP awards. An applicant that is considered "high-risk" by another federal awarding agency is not automatically disqualified from receiving an OJP award. OJP may, however, consider the

information in award decisions, and may impose additional OJP oversight of any award under this solicitation (including through the conditions that accompany the award document).

8. Disclosure of Lobbying Activities

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

9. Additional Attachments

- Statement of support from the dissertation committee chair or the doctoral student’s faculty advisor, department chair, departmental director of graduate studies, or individual with similar responsibilities, as applicable (REQUIRED) . (For information on required content, see page 6.)
- Certification of full-time enrollment in a social and behavioral sciences doctoral program at the time of application (REQUIRED). (See page 6 for details).

a. Applicant disclosure of pending applications⁷

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

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

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

- The federal or State funding agency.
- The solicitation name/project name.
- The point of contact information at the applicable federal or State funding agency.

⁷ Typically, the applicant is **not** the principal investigator. Rather, the applicant, most frequently, is the institution, organization, or company in which the principal investigator is employed.

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

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

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

b. Applicant Disclosure and Justification - DOJ High Risk Grantees⁸ (if applicable)

An applicant that is designated as a DOJ High Risk Grantee is to submit [REDACTED], as a separate attachment to its application, information that OJP will use, among other pertinent information, to determine whether it will consider or select the application for an award under this solicitation. The file should be named “DOJ High Risk Grantee Applicant Disclosure and Justification.” (See, also, “Review Process,” below, under [Section E. Application Review Information](#), for a brief discussion of how such information may considered in the application review process.)

OJP constantly seeks to optimize its investments in criminal- and juvenile justice-focused programs and activities, increase program effectiveness, and maximize the return – and program impact – from limited programmatic resources. Therefore, OJP may remove from consideration or not select for award a “DOJ High Risk Grantee” applicant that is determined to pose a substantial risk of program implementation failure. In making such determinations, OJP will consider one or more of the following factors: the applicant’s lack of sufficient progress in addressing required corrective actions

⁸ 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.

necessary for removal of the DOJ High Risk Grantee designation; the nature and severity of the issues leading to or accompanying the applicant's DOJ High Risk Grantee designation; or the applicant's expected ability to manage grant funds and achieve grant goals and objectives.

In this attachment, the applicant is to provide any additional information or justification – especially with regard to corrective actions yet to be implemented (as of the application date) – that may help demonstrate how the applicant has addressed or otherwise mitigated such uncorrected matters, such that any negative impact on the proposed program and its implementation would be immaterial or would be significantly reduced or eliminated. (To the extent that the applicant believes that any of the information provided pursuant to this disclosure may be confidential in nature, the applicant should specifically identify it.)

c. Research and Evaluation Independence and Integrity

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

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

- i. For purposes of this solicitation, each applicant is to document research and evaluation independence and integrity by including one of the following two items:
 - a. A specific assurance that the applicant has reviewed its application to identify any actual or potential apparent conflicts of interest (including through review of pertinent information on the principal investigator, any co-principal investigators, and any subrecipients), and that the applicant has identified no such conflicts of interest – whether personal or financial or organizational (including on the part of the applicant entity or on the part of staff, investigators, or subrecipients) – that could affect the independence or integrity of the research, including the design, conduct, and reporting of the research.

OR

- b. A specific description of actual or potential apparent conflicts of interest that the applicant has identified – including through review of pertinent information on the principal investigator, any co-principal investigators, and any subrecipients – that could affect the independence or integrity of the research, including the design, conduct, or reporting of the research. These conflicts may be personal (e.g., on the part of investigators or other staff), financial, or organizational (related to the applicant or any subrecipient entity). Some examples of potential investigator (or other personal) conflict situations are those in which an investigator would be in a position to evaluate a spouse's work product (actual conflict), or an investigator would be in a position to evaluate the work of a former or current colleague (potential apparent conflict). With regard to potential organizational conflicts of interest, as one example, generally an organization would not be given an award to evaluate a project, if that organization had itself provided substantial prior

technical assistance to that specific project or a location implementing the project (whether funded by OJP or other sources), because the organization in such an instance might appear to be evaluating the effectiveness of its own prior work. The key is whether a reasonable person understanding all of the facts would be able to have confidence that the results of any research or evaluation project are objective and reliable. Any outside personal or financial interest that casts doubt on that objectivity and reliability of an evaluation or research product is a problem and must be disclosed.

- ii. In addition, for purposes of this solicitation, each applicant is to address possible mitigation of research integrity concerns by including, at a minimum, one of the following two items:
 - a. If an applicant reasonably believes that no actual or potential apparent conflicts of interest (personal, financial, or organizational) exist, then the applicant should provide a brief narrative explanation of how and why it reached that conclusion. The applicant also is to include an explanation of the specific processes and procedures that the applicant has in place, or will put in place, to identify and prevent (or, at the very least, mitigate) any such conflicts of interest pertinent to the funded project during the period of performance. Documentation that may be helpful in this regard may include organizational codes of ethics/conduct and policies regarding organizational, personal, and financial conflicts of interest. There is no guarantee that the plan, if any, will be accepted as proposed.

OR

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

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

d. Documentation of Anticipated Benefit to Qualified Opportunity Zones (if applicable)

As is mentioned above, OJP will, as appropriate, give priority consideration in award decisions to applications that propose projects that will generate information about

enhancing public safety in the specified QOZs. Each applicant proposing a project it anticipates will generate information about enhancing public safety in one or more QOZs should provide a sufficient narrative explanation in order for OJP to identify clearly the public safety benefit the applicant anticipates that information generated under its project will have on a specified QOZ(s). The attachment(s) should be 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).

How to Apply

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

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

OJP strongly encourages all prospective applicants to sign up for Grants.gov email notifications regarding this solicitation at <https://www.grants.gov/web/grants/manage-subscriptions.html>. If this solicitation is cancelled or modified, individuals who sign up with Grants.gov for updates will be automatically notified.

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

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

An applicant must use the **Add Attachment** button to attach a file to its application. Do not click the paperclip icon to attach files. This action will not attach the files to the application. After adding an attachment, select the **View Attachment** button to confirm you attached the correct file. To remove the file, select the **Delete Attachment** button.

An application can be checked for errors via the **Check Application** button on the **Forms** tab of the **Manage Workspace** page. The button is active if the set of forms in the workspace matches those required in the application package. If you receive a **Cross-Form Errors** message after clicking the **Check Application** button, refer to the Cross-Form Errors help article for more detailed information about this validation error.

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

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

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

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

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

All applicants are required to complete the following steps:

Unique Entity Identifier (DUNS Number) and System for Award Management (SAM)

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

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

Applying as an Individual

An individual who wishes to apply in his/her personal capacity should search Grants.gov for funding opportunities for which individuals are eligible to apply. Use the Funding Opportunity Number (FON) to register. (An applicant applying as an individual must comply with all applicable Grants.gov individual registration requirements.)

Enter the FON at <https://apply07.grants.gov/apply/IndCPRRegister> to complete the registration form and create a username and password for Grants.gov. (An applicant applying as an individual should complete all steps except 1, 2, and 4.)

Registration and Submission Steps

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

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

2. **Acquire or maintain registration with SAM.** Any applicant for an OJP award creating a new entity registration (or updating or renewing a registration) in SAM.gov must submit an original, signed notarized letter appointing the authorized Entity Administrator within thirty (30) days of the registration activation. **Notarized letters must be submitted via U.S. Postal Service Mail.** Read the Alert at sam.gov/SAM/ to learn more about what is required in the notarized letter, and read the Frequently Asked Questions (FAQs) at www.gsa.gov/samupdate to learn more about this process change. All applicants for OJP awards (other than individuals) must maintain current registrations in the SAM database. Applicants will need the authorizing official of the organization and an Employer Identification Number (EIN). Information about SAM registration procedures can be accessed at sam.gov/SAM/.

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

3. **Acquire an Authorized Organization Representative (AOR) and a Grants.gov username and password.** Complete the AOR profile on Grants.gov and create a username and password. An applicant entity's "unique entity identifier" (DUNS number) must be used to complete this step. For more information about the registration process for organizations and other entities, go to <https://www.grants.gov/web/grants/applicants/organization-registration.html>. Individuals registering with Grants.gov should go to <https://www.grants.gov/web/grants/applicants/registration.html>.
4. **Acquire confirmation for the AOR from the E-Business Point of Contact (E-Biz POC).** The E-Biz POC at the applicant organization must log into Grants.gov to "confirm" the applicant organization's AOR. The E-Biz POC will need the Marketing Partner Identification Number (MPIN) password obtained when registering with SAM to complete this step. Note that an organization can have more than one AOR.
5. **Search for the funding opportunity on Grants.gov.** Use the following identifying information when searching for the funding opportunity on Grants.gov. The Catalog of Federal Domestic Assistance (CFDA) number for this solicitation is 16.560 and the funding opportunity number is NIJ-2019-15466.
6. **Access Funding Opportunity and Application Package from Grants.gov.** Select "Apply for Grants" under the "Applicants" column. Enter your email address to be notified of any

changes to the opportunity package before the closing date. Click the Workspace icon to use Grants.gov Workspace.

- 7. Submit a valid application consistent with this solicitation by following the directions in Grants.gov.** To preview the application prior to (or after) submitting, go to the **View Application** tab in Workspace. For additional information, review the [View Application Tab](#) help article and [Attachments Tab](#) help article.

Within 48 hours after submitting the electronic application, the applicant should receive two notifications from Grants.gov. The first will confirm the receipt of the application. The second will state whether the application has been validated and successfully submitted, or whether it has been rejected due to errors, with an explanation. It is possible to first receive a message indicating that the application is received, and then receive a rejection notice a few minutes or hours later. Submitting an application well ahead of the deadline provides time to correct the problem(s) that caused the rejection. **Important:** OJP urges each applicant to submit its application **at least 72 hours prior** to the application due date, to allow time to receive validation messages or rejection notifications from Grants.gov, and to correct in a timely fashion any problems that may have caused a rejection notification. Applications must be successfully submitted through Grants.gov by 11:59 p.m. eastern time on April 8, 2019.

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

Note: Application Versions

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

Experiencing Unforeseen Grants.gov Technical Issues

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

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

The following conditions generally are insufficient to justify late submissions:

- Failure to register in SAM or Grants.gov in sufficient time (SAM registration and renewal can take as long as 10 business days to complete. The information transfer from SAM to Grants.gov can take up to 48 hours.)
- Failure to follow Grants.gov instructions on how to register and apply as posted on its website.
- Failure to follow each instruction in the OJP solicitation.
- Technical issues with the applicant's computer or information technology environment, such as issues with firewalls or browser incompatibility.

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

E. Application Review Information

Review Criteria

Applications that meet basic minimum requirements will be evaluated by peer reviewers using the following review criteria. Each individual criterion is assigned a different weight based on the percentage value listed. For example, the first criterion, Statement of the Problem, is worth 10 percent of the score in the assessment of the application's technical merit.

Statement of the Problem and Research Questions (Understanding of the problem, research questions, and their importance) – 20%

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

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

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

Potential Impact – 20%

Potential for a significant scientific or technical advance(s) that will improve criminal/juvenile justice in the United States, such as:

- 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.

Capabilities/Competencies (Capabilities, demonstrated productivity, and experience of the applicant organization and proposed project staff) – 10%

1. 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).
2. Demonstrated ability of the applicant organization to implement the proposed strategies and manage the effort.
3. Relationship between the capabilities/competencies of the proposed project staff (including the applicant organization) and the scope and strategies of the proposed project.

Budget

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

1. Total cost of the project relative to the perceived benefit (cost effectiveness).
2. Appropriateness of the budget relative to the level of effort.
3. Use of existing resources to conserve costs.
4. Alignment of the proposed budget with proposed project activities.
5. Proposed plan (if any) to produce or to make available to broader interested audiences, such as criminal/juvenile justice practitioners or policymakers, summary information from the planned scholarly products of the project.

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

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

Review Process

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

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

- The application must be submitted by an eligible type of applicant.
- The application must request funding within programmatic funding constraints (if applicable).
- The application must be responsive to the scope of the solicitation.
- The application must include all items designated as “critical elements.”
- The application, if submitted by an applicant that is a DOJ High Risk Grantee,⁹ or is designated “high risk” by a federal grant-making agency outside of DOJ, must not have been determined by the Director/Administrator 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.

For a list of the critical elements for this solicitation, see “What an Application Should Include” under [Section D. Application and Submission Information](#).

Peer review panels will evaluate, score, and rate applications that meet basic minimum requirements. NIJ may use internal peer reviewers, external peer reviewers, or a combination, to assess applications on technical merit using the solicitation’s review criteria. An internal reviewer is a current DOJ employee who is well-versed or has expertise in the subject matter of this solicitation. An external peer reviewer is an expert in the subject matter of a given solicitation who is not a current DOJ employee. Peer reviewers’ ratings and any resulting recommendations are advisory only, although reviewer views are considered carefully. Other important considerations for NIJ include geographic diversity, strategic priorities, (specifically including, but not limited to, demonstrable potential enhancement to public safety in one or more federally designated Qualified Opportunity Zones), and available funding, as well as the planned scholarly products and the extent to which the Budget Detail Worksheet and Budget Narrative accurately explain project costs that are reasonable, necessary, and otherwise allowable under federal law and applicable federal cost principles.

⁹ See “Applicant Disclosure and Justification - DOJ High Risk Grantees” under “What an Application Should Include,” above, for a definition of “DOJ High Risk Grantee.”

Pursuant to the Part 200 Uniform Requirements, before award decisions are made, OJP also reviews information related to the degree of risk posed by applicants. Among other things to help assess whether an applicant that has one or more prior federal awards has a satisfactory record with respect to performance, integrity, and business ethics, OJP checks whether the applicant is listed in SAM as excluded from receiving a federal award.

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

1. Applicant financial stability and fiscal integrity.
2. Quality of the applicant's management systems, and applicant's ability to meet prescribed management standards, including those outlined in the DOJ Grants Financial Guide.
3. Applicant's history of performance under OJP and other DOJ awards (including scholarly products, and compliance with reporting requirements and award conditions), as well as awards from other federal agencies.
4. Reports and findings from audits of the applicant, including audits under the Part 200 Uniform Requirements.
5. Applicant's ability to comply with statutory and regulatory requirements, and to effectively implement other award requirements.

Note on applicants with a “high risk” designation: Risks associated with DOJ High Risk Grantees, or applicants designated as “high risk” by a federal grant-making agency outside of DOJ, are taken into account during the review process, and each applicant with such “high risk” designations will be considered for funding on a case-by-case basis, depending on the nature and severity of the issues that led to the DOJ High Risk Grantee (or non-DOJ high risk) designation, status of progress in addressing corrective actions, and expected ability to manage grant funds and achieve grant goals and objectives. A “high risk” designated applicant is to submit disclosure and justification documentation consistent with the requirements specified, above, under “What an Application Should Include” in Section C. Application and Submission Information.

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

F. Federal Award Administration Information

Federal Award Notices

Award notifications will be made by September 30, 2019. OJP sends award notifications by email through GMS to the individuals listed in the application as the point of contact and the authorizing official (E-Biz POC and AOR). The email notification includes detailed instructions on how to access and view the award documents, and steps to take in GMS to start the award acceptance process. GMS automatically issues the notifications at 9:00 p.m. eastern time on the award date.

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

Administrative, National Policy, and Other Legal Requirements

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

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

- [Certifications Regarding Lobbying; Debarment, Suspension and Other Responsibility Matters; and Drug-Free Workplace Requirements.](#)
- [Certified Standard Assurances.](#)

The webpages accessible through the “[Overview of Legal Requirements Generally Applicable to OJP Grants and Cooperative Agreements - FY 2018 Awards](#)” are intended to give applicants for OJP awards a general overview of important statutes, regulations, and award conditions that apply to many (or in some cases, all) OJP grants and cooperative agreements awarded in FY 2019. Individual OJP awards typically also will include additional award conditions. Those additional conditions may relate to the particular statute, program, or solicitation under which the award is made; to the substance of the funded application; to the recipient's performance under other federal awards; to the recipient's legal status (e.g., as a for-profit entity); or to other pertinent considerations.

Awards under this solicitation will include a condition (the specific terms of which will govern the award) related to verification of employment eligibility. The condition will, generally speaking, require the recipient (and any subrecipient) that accepts the award to verify the employment eligibility of any individual hired under the award, consonant with 8 U.S.C. § 1324a(1).

Awards under this solicitation will include a condition (the specific terms of which will govern the award) related to competition requirements set forth at 2 C.F.R. § 200.319. The condition will, generally speaking, prohibit recipients (and any subrecipients) from procuring goods and services with award funds by means of any competition that disadvantages or excludes vendors on the basis of their having (or their having had) a prior or existing contractual relationship with the federal government.

General Information about Post-Federal Award Reporting Requirements

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

Required reports. Recipients typically must submit quarterly financial reports, semi-annual progress reports, final financial and progress reports, and, if applicable, an annual audit report in accordance with the Part 200 Uniform Requirements or specific award conditions. Applicants should anticipate that progress reports will be required to follow the non-budgetary components of the Research Performance Progress Report (RPPR) template/format. General information on RPPRs may be found at www.nsf.gov/bfa/dias/policy/rppr/. Future awards and fund drawdowns may be withheld if reports are delinquent. (In appropriate cases, OJP may require additional reports.)

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

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

G. Federal Awarding Agency Contact(s)

For OJP contact(s), see the title page.

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

H. Other Information

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

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

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

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

Provide Feedback to OJP

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

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

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

Application Checklist

Graduate Research Fellowship in the Social and Behavioral Sciences

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

What an Applicant Should Do:

Prior to Registering in Grants.gov:

- _____ Acquire a DUNS Number (see page 32)
- _____ Acquire or renew registration with SAM (see page 32)

To Register with Grants.gov:

- _____ Acquire AOR and Grants.gov username/password (see page 32)
- _____ Acquire AOR confirmation from the E-Biz POC (see page 32)

To Find Funding Opportunity:

- _____ Search for the funding opportunity on Grants.gov (see page 32)
- _____ Access Funding Opportunity and Application Package (see page 32)
- _____ Sign up for Grants.gov [email](#) notifications (optional) (see page 30)
- _____ Read [Important Notice: Applying for Grants in Grants.gov](#)
- _____ Read OJP policy and guidance on conference approval, planning, and reporting available at ojp.gov/financialguide/DOJ/PostawardRequirements/chapter3.10a.htm (see page 14)

After Application Submission, Receive Grants.gov Email Notifications That:

- _____ (1) application has been received
- _____ (2) application has either been successfully validated or rejected with errors (see page 33)

If no Grants.gov receipt, and validation or error notifications are received:

- _____ Contact NIJ regarding experiencing technical difficulties (see page 2)

Overview of Post-Award Legal Requirements:

- _____ Review the [“Overview of Legal Requirements Generally Applicable to OJP Grants and Cooperative Agreements - FY 2018 Awards”](#) in the OJP Funding Resource Center at <https://ojp.gov/funding/index.htm>.

Scope Requirement:

- _____ The federal amount requested is within the allowable limit(s).

Eligibility Requirement: see cover page.

What an Application Should Include:

- _____ Application for Federal Assistance (SF-424) (see page 16)
- _____ Project Abstract (if applicable) (see page 16)
- _____ Program Narrative (see page 17)
- _____ Budget Detail Worksheet (see page 21)
- _____ Budget Narrative (see page 21)
- _____ Indirect Cost Rate Agreement (if applicable) (see page 24)
- _____ Tribal Authorizing Resolution (if applicable) (see page 24)
- _____ Financial Management and System of Internal Controls Questionnaire (see page 25)

- _____ [Disclosure of Lobbying Activities \(SF-LLL\)](#) (see page 26)
- _____ Additional Attachments
 - _____ Verification of current enrollment (see page 6)
 - _____ Dissertation chair’s statement of support (or letter of support from a faculty advisor, department chair, departmental director of graduate studies, or individual with similar responsibilities **(required)**) (see page 7)
 - _____ Undergraduate and graduate transcripts (see page 6)
 - _____ Applicant Disclosure of Pending Applications (see page 26)
 - _____ Research and Evaluation Independence and Integrity (see page 28)
 - _____ Bibliography/references **(required)**
 - _____ Any tools/instruments, questionnaires, tables/charts/graphs, or maps pertaining to the proposed study (if applicable)
 - _____ Curriculum vitae, resumes, or biographical sketches of student and dissertation chair (or faculty advisor, department chair, departmental director of graduate studies, or individual with similar responsibilities) **(required)**
 - _____ Personal statement
 - _____ Dissertation committee contact information
 - _____ Doctoral student eligibility documentation (timeline or other documentation, as applicable)
 - _____ Project timeline and research calendar with expected milestones **(required)**
 - _____ Human Subjects Protection paperwork
 - _____ Privacy Certificate
 - _____ List of previous and current NIJ awards to applicant organization and investigators
 - _____ Letters of cooperation/support or administrative agreements from organizations collaborating in the project (if applicable)
 - _____ List of other agencies, organizations, or funding sources to which this application has been submitted
 - _____ Applicant Disclosure and Justification - DOJ High Risk Grantees (if applicable) (see page 27)
 - _____ Documentation of Anticipated Benefit to federally designated Qualified Opportunity Zones (if applicable) (see page 29)
- _____ Request and Justification for Employee Compensation; Waiver (if applicable) (see page 13)

Funding Webinar Transcript

On February 27, 2019, NIJ hosted a webinar that provided an overview of our open solicitations for Graduate Research Fellowships in Social and Behavioral Sciences.

Following are the transcript and slide presentation from that webinar.

MARY JO GIOVACCHINI: Good afternoon, everyone, and welcome to today's webinar, Funding Opportunities through NIJ for the Graduate Research Fellowship in the Social and Behavioral Sciences, Fiscal Year 2019, hosted by the National Institute of Justice. At this time, I would like to introduce you to today's presenter, Eric Martin, social science analyst with the Office of Research and Evaluation within the National Institute of Justice.

ERIC MARTIN: Thank you, Mary Jo. Good afternoon, everyone. As Mary Jo just said, my name is Eric Martin and I am going to be leading you through this presentation on the Graduate Research Fellowship in Social Behavioral Sciences. I'm joined in the room by two of my colleagues who aren't necessarily going to participate today, but are on hand to answer any questions or provide any assistance as possible. Dr. Linda Truitt, who works with me on this solicitation, and then our counterpart, Dr. Greg Dutton, who leads the GRF in the Science, Technology, Engineering, and Mathematics. So we will go ahead and start.

Before we begin, I want to give you a little bit of background about what NIJ is and how we serve the Department of Justice. We are unique. We are the only Research and Development Agency for the Department of Justice. Our charter from Congress is to engage in research that supports state, local, and tribal jurisdictions. There are a number of science agencies that are a part of the federal government and we are specifically for applied research. What our mission is is to really improve knowledge and understanding of crime and justice issues through science. That involves understanding why people may desist from crime, or also supporting law enforcement agencies, or correction agencies in giving them evidence-based practices to implement.

The NIJ Graduate Research Fellowship is the oldest standing signature program at NIJ, and it exemplifies our commitment to grow the field, encourage young scholars, Ph.D. students to get involved and take interest in criminal justice issues. As you'll notice in the solicitation, we're proscriptive in the issues that we are really interested in application from. You'll see in the program description a list of the US Department of Justice priorities, and we really want research to support those priorities. As I said at the outset of this presentation, there are two tracks. One for students involved in the Social and Behavioral Sciences and then another track for students doing work in Science,

Technology, Engineering, and Mathematics. Each of these funding opportunities come out annually. They are both live as we speak. The GRF SBS closes April 8 and then the GRF STEM closes a little bit after that on April 17.

Now this is a big change for the GRF SBS. In the past, as some of you probably have noticed, our funding was for \$32,000 stipends pretty much. It was kept at \$32,000 for what we intended to be one year of support. Before we made this change, our colleagues at STEM developed a new funding scheme that we're particularly interested in adopting. This is our inaugural year adopting the new funding scheme, and the exciting thing for you all is it allows much greater funding availability for support in your dissertation. Where we're going now is you now have up to three years of support usable over a five-year period. No longer just one-year awards, you can submit a budget of three years of support usable for a five-year period. Per year, we're allowing up to \$35,000 in an annual student stipend and up to \$15,000 for tuition fees and other research expenses.

In the past, we encouraged universities not to take indirect off of these awards because they were so small and now--although that it's still being decided, we are giving this money, the \$15,000, where the \$15,000 could be used to support that. Now you may be wondering how the three years of support over a five-year period works. Let's say you submit a three-year project plan timeline and a corresponding budget, and in year two, you find another wonderful opportunity to be onsite at this program that suits your interest, needs, whatever. You can let NIJ know, if you're awarded, that in year two, so to speak, you will be doing this other thing and then in year three, you will resume your award and work on your dissertation. That is as long as you have the right documentation with NIJ, that is how that would work. You don't have to know before you apply that in year three, you may do something else, or in year two. As we'll get to in a second, it makes sense because although you request three years of support, if that's what you need and that's what you're interested in, each year you certify that you are still a Ph.D. candidate at this institution and still making progress on your dissertation. So, the money is handled in a year-to-year basis although you may have an award for multiple years of support.

The current requirements are still the same as in previous GRF SBS years. You need to be enrolled in a Ph.D. program in a Social and Behavioral Science field. Your proposed dissertation is relevant to the Department of Justice priority areas. And you are a Ph.D. candidate. Now, you can be awaiting candidacy at the time of application. But for you to accept award funds for the GRF SBS, you have to be elevated to full candidacy. But that always sums up every year and some students are confused about the requirements at the time of application versus at the time of award. You have to meet all

these requirements at the time of award. You're still going to be expected to submit bi-annual progress reports, the same that all NIJ grantees for every solicitation do.

For the GRF SBS, the final deliverable, instead of a research report or executive summary that some of our other grantees submit to us, you will submit a copy of your defended dissertation. Just for your information, last year we awarded seven projects, totaling \$224,000. But again, given the increased funding availability for this year, we're expecting up to \$1 million of funding for the GRF SBS, and that is in the solicitation currently. Here are some notable past GRF fellows. The neat thing about being a GRF fellow is not only your support while writing your dissertation, which of course is appreciated and of value. But you're also really connected into a larger NIJ family of researchers, if you will. I work with a lot of past GRF fellows. They may serve with us in different capacities, maybe as an external peer reviewer, or we see them come up as other project applicants and I believe we have funded other grantees that were past GRF fellows before. Although if you are a GRF fellow, it doesn't mean you're guaranteed future funding for any solicitation, but it's a great way to get experience applying for external funding with the federal government. And also just making connections with NIJ Program Staff, like myself and other researchers we may know. This is 100 percent sincere, I enjoy being a part of the GRF Program because the applications truly are so interesting. I think the work that NIJ has funded through the GRF Program is very exemplary and it's really moved the field. Some FYIs, we don't have a big presentation today, but we intend to use a lot of time for question and answers. The big takeaway for this fiscal year is that the funding availability has dramatically increased. You can now request up to \$150,000 over a three-year period. When in the past, it was \$32,000 for one year of funding. Again, this always comes up. As GRF SBS only supports Ph.D. candidates in a Social or Behavioral Science Program, that can include Doctor of Education. Master of Science or Juris Doctorate are not eligible for this program. Even though we've increased the amount of funding and increased the amount of time available for GRF SBS fellows, SBS funds are still one-time awards. There will be no supplemental funds available for this program. If there is an offshoot to the project that develops from this, you are more than welcome to apply for a competitive solicitation if it is applicable. But we will not give any supplemental non-competitive funding increases for a GRF SBS award.

The academic institution is the official applicant. GRF SBS does not allow personal applicants. This has come up before, too. International students studying in the U.S. in an accredited institution can apply for this program, as long as the institution, as the official applicant, is accredited institution in the U.S. Academic institutions outside the U.S. are not eligible to apply. And IRB is not required at the time of application. One of the things you will learn as a newly minted federal grantee is you will work with our

human subjects protection officer, and your own IRB to make sure that your project has their necessary and required approvals. That's the same as any NIJ-funded projects, but this is a common question many students ask us, "Do I need IRB approval before I apply?" No. But to engage in the research, of course, you're going to need the necessary approvals.

A student must be enrolled in the Ph.D. Program at the time of application. They have to be advanced to candidacy at the time of award. So you cannot apply for a GRF SBS fellowship if you are intending on being accepted to this Ph.D. Program. You have to be enrolled in the program and accepted. But you can apply before you've advanced to candidacy. The thesis topic, as we said, we really want it to have relevance to a U.S. DOJ priority that's listed in the solicitation and you should know in your application how this proposed project is relevant or supports that priority. Fellowship requirements need to be met at the time of the award. And the biggest one is the candidacy. Candidacy has to be met at the time of the award. As we said earlier, you will then recertify every year that you are still in that program, a Ph.D. candidate, and making progress on that dissertation. So what we need you to do now is review the solicitation for eligibility of your project and your status as a student, wherever you are. Contact your university grants office early, establish a relationship with them. Start that line of communication sooner rather than later.

I can't stress enough, start assembling your application materials earlier rather than later. April 8 is just around the corner. It will go fast. The further along down the road you are earlier, it will only serve you better. This is an older screenshot from our website but it is still applicable. Make sure you get on our website. I assume all of you have been since you're here attending the webinar. Read the frequently asked questions, look at all our solicitations currently available, and read the past ones as well. Just get familiar with what NIJ is putting out every year, what we're about.

And then finally--and I hope all of you have done this already, as I said, your attendees of the webinar, register for email updates. This not only will let you know when new solicitations are coming out, but it'll also let you know if there's a change made to a solicitation. I'm not anticipating this would happen. But if the award deadline is maybe pushed back, you would then know, "Okay. I have another week to do that." Again, not anticipating that we're going to delay this deadline. It is April 8. But any changes to the solicitation or any delays in the deadline, you will be made note of it through that email update.

Submit questions to the National Criminal Justice Reference Service. They work with us to answer questions as appropriate. Since this is an open competitive solicitation that is

currently on the street, writing me or cold-calling me is not going to get you the information you need. I will then refer you to NCJRS. We do this to make sure that everybody has a fair ability to compete and we value transparency and make sure that everything is as transparent as possible. There's also the website, nij.gov/grf, and that'll give you more information about the program. That is all I had. So now if you had any questions, please submit them to the Q and A feature, and Mary Jo and I will work to answer them. Thank you.

ERIC MARTIN: Thank you for your interest in the program.

MARY JO GIOVACCHINI: Hello, everyone. We do have quite a few questions. I'm going to repeat a couple of things that I said in the very beginning. The PowerPoint presentation and a transcript for today's webinar will be posted to the NIJ website in approximately 10 business days. You will receive an email notification when that information has been posted. In addition, you could reach out and visit ncjrs.gov and sign up to receive their funding newsletter, which comes out every Friday. That will not only announce new funding opportunities offered through the Office of Justice Programs, but we will also notify you when items such as the slides and transcripts have been posted. So that's another way to stay in the loop on things. We will start moving on to our questions. "Do we need to include a data archiving strategy? In past years that was required, but I don't see it in the current RFP?"

ERIC MARTIN: If you have a strategy and intend to archive your data, by all means please include it. The GRF Program data archiving is not a requirement as other NIJ solicitations. We acknowledge that you're emerging scholars and you may be collecting data that you intend to publish on as you're building your career, so we don't require data archiving. That said, you may archive it with our service, ICPSR. That is totally up to you and that is your prerogative. I guess Greg will tell you--last year when we did this, one bit of advice I can give to all applicants regardless of the topic you're looking at, not the research topic, but the point of information you're giving, if you have information that can support your application, feel free to include it. Never feel like this is not important, or too much, or whatnot. That comes up a lot with GRF fellowships—questions, I mean, in these webinars. So, if you have information that you find would support your application, yes, include it. I hope that helps.

MARY JO GIOVACCHINI: If a dissertation proposal does not align well with any of the priorities listed, is there still opportunities for the proposal to be awarded?

ERIC MARTIN: As we said at the outset, I can't give programmatic or substantive advice or answers. But I would say if you feel you have a strong application, and if you

feel like it supports one of the DOJ priority areas, please submit it. As you can see, these priority areas are pretty wide-encompassing. I think for so many projects, a case could be made for how they support an area. I would say definitely think about it. Really engage with your narrative, talk to your dissertation chair about if this solicitation is the right fit for you. If you don't feel like your research supports any of these areas at face value, this may not be right for you. I can't give you any more information, and I apologize. But some of these decisions are very subjective, how it supports a priority. These are the priority areas the Department of Justice is interested in advancing on, and NIJ is committed in funding research to support that. That said, there's a lot of applied Criminal Justice Research that goes on, that could directly or indirectly support those areas. The one thing I could say is to the extent possible, I would really try to show how your research topic of interest supports in an area or multiple areas.

MARY JO GIOVACCHINI: If a subcontractor is brought on, would it count towards the \$35,000 stipend or the \$15,000 tuition?

ERIC MARTIN: It would count towards the 15,000. That's what we're envisioning with the research-related costs. That's not necessarily saying that you can't submit a budget where you take less of a stipend. But the one thing I can say with the budget and, of course, finding justification for the budget, make sure that all costs are justified and documented. That serves you well for any grant program you're applying to. I think sometimes it's easy when you understand what you're doing as an applicant, to think your justification is adequate. But know that there's so many other people who aren't necessarily familiar with your research or you as a scholar that need a lot of information to understand where these dollar amounts and these activities, why they're there, and where they're going. I think the one thing I can say is do spend some time on that budget and budget justification and make sure that it's very clear to anyone who isn't associated with your project or knows of your project ahead of time.

MARY JO GIOVACCHINI: I'm on my third year of my Ph.D. program in a four-year program. Do I still have a three-year budget?

ERIC MARTIN: You can request up to three years of funding. Whether you need three years of funding, that's between your chair and you, and you just have to make a strong justification in the application of why you need these three years of funding or two or whatever it may be. These are up to figures. You can submit a proposal for less than three years of funding. I had this question come up before, and it's not necessarily that projects that submit lower funding amounts or less use of funding, there's something advantageous to them. No. The biggest thing with the budget and the amount of funding that is requested is that it makes sense to an external reviewer and to NIJ, that they can

easily, through your justification, understand why this amount of funding requested this amount of time was allotted on a given project.

MARY JO GIOVACCHINI: Can the \$15,000 be used for indirect expenses? Is there a maximum amount of indirect expenses?

ERIC MARTIN: Again, indirect is between the university as the applicant and you, and they have to have negotiated indirect. We do prefer that it does come out of the 15,000. There may be instances where a university will lower or waive some of the indirect. NIJ is not a part of that conversation so to speak. That's between the university as applicant and you as the scholar.

MARY JO GIOVACCHINI: Would epidemiology be considered an SBS field?

ERIC MARTIN: We tend to see a lot epidemiology topics in the STEM, but it depends on the topic. I would say if your research topic is definitely addressing one of those priorities in a social behavioral science way, then epidemiology, yes, would be considered part of the SBS umbrella so to speak. Greg is giving me information and I appreciate it. There is a National Academy of Sciences taxonomy for guidance and a list of classification fields and graduate programs.

MARY JO GIOVACCHINI: Is the \$35,000 stipend the flat rate we should write into our budgets or is that just the cap? If it's the flat rate as per NIJ, would that be the justification we include in our budget sheet?

ERIC MARTIN: We allow up to \$35,000 for a stipend for the student. Your justification of what you write, I can't say if one is acceptable or not. That's really your call as the applicant.

MARY JO GIOVACCHINI: How many applicants applied in the past?

ERIC MARTIN: We tend to have quite a bit of interest. We don't release exact numbers to the public as far as how many people apply for any given solicitation. But GRF, SBS, I can tell you has generated a great deal of interest. I apologize, that's all I can say right now.

MARY JO GIOVACCHINI: Can I apply for both the STEM and SBS at the same time?

ERIC MARTIN: No. Your institution can apply for multiple students for the SBS and the STEM. We've had that in the past where one institution, one school has had multiple

applicants in the SBS, and I'm sure Greg has seen it in STEM. But for one specific project, it would either be falling under SBS or STEM.

MARY JO GIOVACCHINI: Would a proposal utilizing mice to study behavioral effects fit better in SBS or STEM?

ERIC MARTIN: I guess I don't want to comment specifically and substantively on a project, but one thing I can tell you, and I understand that this could be kind of confusing because there is some overlap in the different disciplines. Think more of what your objectives are for the study, what are you trying to find out and how will your findings be applied to advanced criminal justice. That, I think, usually gives you an indication of what opportunity you should be applying to for those ones that are definitely in a gray area.

ERIC MARTIN: I would also say look at your field of study. Are you in psychology? Are you in biochemistry? Just to throw two out. That would usually also give you a good indication of where you belong so to speak.

MARY JO GIOVACCHINI: Must you have full-time status at the time of application with the expectation that by the time of award, a full-time status is required?

ERIC MARTIN: You have to be currently enrolled in a Ph.D. program. Let me double-check the solicitation, just to make that I'm giving you correct information. Yes. On page 26 of the solicitation, you need to be enrolled full time in social and behavioral sciences doctoral program at the time of application. So, even at the time of application, full-time enrolment is required.

MARY JO GIOVACCHINI: How do you evaluate the full-time student eligibility requirement? I am done with course requirements, so I'm only enrolled in continuing registration credits. So, my verification of enrollment does not list me as full time. Am I still eligible to apply?

ERIC MARTIN: If you look on page 26--a very good question. We ask for, as an attachment, certification of full-time enrolment. In those situations, I would talk to your dissertation chair and your university grants office to see how you can meet those requirements.

MARY JO GIOVACCHINI: Are requests for funding for only one year less likely to be funded?

ERIC MARTIN: I cannot say either way. NIJ considers high-quality projects and we fund high-quality research. You have up to three years of funding available over a five-year period. But as I said earlier, one year of funding, completing a project in one year is not less or more advantageous than others. It's really the scientific merit of the project, the quality of the application. I think that counts.

MARY JO GIOVACCHINI: What is the biggest mistake that an applicant can make?

ERIC MARTIN: That is very subjective and I don't think I can give you a definitive answer on that. But one thing I can say and I've said this to applicants in all NIJ solicitation opportunities I'm involved with, when you are involved in research that you have intimate knowledge and you're writing a narrative, it's perhaps easy to read that narrative and say to yourself, "That is very comprehensive and encompasses everything I want to say about my project." When you are someone who doesn't have any knowledge of you as a scholar, your past work or the specific topic that you are writing, the specific research study you're proposing, it may not be as adequate as you think. So, one thing I would say is just make sure that to the extent possible that an outside person with no prior knowledge of your project could understand what you mean in your narrative, that they understand why you are doing the methods you are doing based on the research questions and they understand how the findings are going to have an impact on this criminal justice issue that you're proposing to do. I think that makes for a strong application when all those questions can be answered and used in the solicitation. You have the selection criteria as a guide. Look at that selection criteria as you're assembling your application and ensure that you're covering all those points and that is clear. I can't tell you what's the biggest mistake, but hopefully that gives you some advice.

As my colleague reminded me and especially for GRF, GRF has a lot of required documents and a lot of things that need to be certified and shown at the time of application. For many of you, this may be your first time applying for federal funding support. As we said at the beginning of the webinar, assemble those application documents early. Talk to your grants office early. Get a jump on that stuff because you don't want to see a quality application not go on for consideration because they didn't meet a basic minimum requirement of the solicitation.

MARY JO GIOVACCHINI: Can you describe how you make decisions regarding projects that have been partially funded by other agencies?

ERIC MARTIN: Though it's the same consideration process of all our applications, I think when there is an ongoing project that has received funding from another agency,

it's just important that it's very obvious what the value added for additional funding from NIJ would be. I think that's the biggest thing I can say. There isn't any separate process or different levels of involvement that goes on.

MARY JO GIOVACCHINI: I'm a current Ph.D. student but will likely not be made a candidate until summer/fall of 2020. Should I just wait and apply for next year's grant or could I apply now and if I'm granted the award, wait to accept it?

ERIC MARTIN: This is a very good question. I think of course you can still apply. Yeah, you can still apply now. There is nothing preventing you from doing that. And of course, if you're not funded, you can apply for other iterations of the solicitation if and when it comes out. So, yes you can apply now. You just have to have that candidacy advancement at the time of award.

MARY JO GIOVACCHINI: What is the timeline for receiving the grant? If I apply in April, when would I need to begin my dissertation work?

ERIC MARTIN: I think the majority would be in that next calendar year if not sooner. But as long as in your timeline you're very clear about when you expect to advance to candidacy and when these programmatic requirements are met, I think that's fine. That's important you do that. Just make sure you're very clear of where you're at now at the time of application, where you're going to be and when at the time of award, and when that project's going to be completed.

MARY JO GIOVACCHINI: I know some degrees like a JD are not allowed, but if you are a joint student, say a Ph.D. /JD, is that okay provided you meet the requirements regarding candidacy?

ERIC MARTIN: Yes, as long as you're a candidate in a Ph.D. program in a Social Behavioral Science, yeah. That is okay.

MARY JO GIOVACCHINI: Is there a particular style that references should be written into?

ERIC MARTIN: Yeah, speaking of format, I would talk to your grants office and go through the application requirements but as long as it's accepted by grants.gov and can be uploaded. It really doesn't matter. It just needs to be clear to NIJ staff and any external reviewer where those references are and they can access them. But your grants office honestly is a great resource here and they should be able to help you.

MARY JO GIOVACCHINI: To be sure I understand, the FAQ say the start date of a grant should be October 1, would that be October 1 of 2019?

ERIC MARTIN: It can be, it can also be January 1, 2020 and there's a reason behind all this that I'll explain. For all NIJ solicitations we used to have the start date being October 1 and that's the new fiscal year for the government. We're in fiscal year '19. Fiscal year '20 will start October 1. For a lot of solicitations, we're starting to request January 1, 2020, which would be the next January, just to allow reasonable expectation for the applicant for all the levels of approvals and necessary requirements that need to be met before they can actually start working on the project. I think it was probably a holdover from a time when we used to say October 1. And with GRF, in my opinion, we're more flexible than in other solicitations I work with, as long as the student has a reasonable justification of when the start date occurs. You see earlier start dates with GRF just because we want to accommodate the student and their research calendar. But we tend to expect it to be January 2020, it can be earlier in some instances and it can be later. Again, it all depends on that timeline and what makes sense for you and NIJ.

MARY JO GIOVACCHINI: If awarded, can a clinical psychologist Ph.D. candidate go on internship or do you need to postpone until later?

ERIC MARTIN: It could be up to three years of funding over a five-year period. The biggest thing is that you budget the time on the project that you are intending on working. You see what I mean? I am going to in my budget and in my timeline spell out how much time I'm going to be dedicated to the project in what years. Now, as we said at the outset, you can take leave from the fellowship. Let's say you have an internship opportunity that pops up in year two. You can do that internship and then return to the award and your dissertation that following year as long as you haven't maxed out that five-year timeline. So yeah, this was one of the instances where we added this new funding scheme that STEM was using to give our fellows more flexibility.

MARY JO GIOVACCHINI: If our research is outside the specific fixed areas deemed critical by DOJ, would applying be fortuitous?

ERIC MARTIN: Again, I think it's a case-by-case basis and you really need to look at your topic. If you cannot make a case or a connection between your research topic and one of the priority areas, it may be difficult for others to make that connection. But again it's a case-by-case basis and spend some time with the solicitation and spend some time with your proposed dissertation. And see how congruent they are, that's the best I can tell you.

MARY JO GIOVACCHINI: My university grants office differentiates between applicant disclosure, appending applications, and lists of previous and current NIH awards to applicant organizations and investigators. What is the difference between these two?

ERIC MARTIN: NIH wants to know if you've applied with the same topic to other federal grant making institutions. That's the pending application. Let's pretend I am submitting a research project and I applied to NSF previously within that time period, yes, I would disclose that. The list of past awards, that's different. That could be projects that have been funded from that institution in the past. I hope that answers your question.

MARY JO GIOVACCHINI: What types of quantitative research projects are eligible for funding?

ERIC MARTIN: We encourage both quantitative and qualitative methods in our research, and we don't necessarily specify a specific method that is eligible. We're more concerned with the impact of the topic and how it's going to advance the field and practice. Also, one thing I would add too is just make sure that the method is appropriate for the research questions you're asking and the data that you have.

MARY JO GIOVACCHINI: If awarded but not a candidate yet, will award be canceled or delayed until candidacy is reached?

ERIC MARTIN: You need to have a reasonable expectation of when that candidacy will be achieved at the time of application because that will go in your timeline. We understand that there may be some departure from that. But just try to be clear of when that candidacy will be achieved because that will help NIH make funding decisions and understand where you're going to be at what time if awarded.

MARY JO GIOVACCHINI: Is there a certain degree of flexibility in terms of research design that can be used for this study? Is it better to submit the most thorough design that requires more time and therefore funding or the most cost efficient?

ERIC MARTIN: That's an interesting question. Again, these are great questions. I don't have the ability to say one way or the other what type of design or if there's a strategy on what type of design is meant. I think the one thing I can say is just make sure that your design has scientific merit and that is appropriate for the questions you are asking. I think I would focus on the project and make sure that the budget justification, the budget, the timeline, realistically and adequately represent the project you're applying to. But we don't prioritize a specific method over another or say that you should do one

or the other. What we're looking for is the scientific merit of the project and how that project is going to advance the field.

MARY JO GIOVACCHINI: This is similar question that we asked before. I'm not going to read the whole thing because I think the first part you can answer it. Can we apply for both SBS and STEM solicitations?

ERIC MARTIN: No, it's not encouraged. I would look carefully at what your research topic is, what field you belong to, and then review both solicitations to see what would be more appropriate for you.

MARY JO GIOVACCHINI: Is it okay if you finish your research early? If so, what happens?

ERIC MARTIN: Yeah. You will not be penalized for finishing your research early. You just need to make sure that you're budgeting appropriately for the activities on the research project you're doing. Then, also, as you're going through your research, your grants office and you are drawing down funds, if awarded, from the award for what's actually being done.

MARY JO GIOVACCHINI: I have looked over the NIJ priorities and wanted to clarify, is the juvenile justice system included under the criminal justice system?

ERIC MARTIN: Yes.

MARY JO GIOVACCHINI: What is the timeline for disbursement if I were to apply this cycle and advance to candidacy late next fall, would that be okay?

ERIC MARTIN: Yes. Just make sure that you are very clear in your proposed timeline of when you're planning on advancing the candidacy.

MARY JO GIOVACCHINI: Who should we contact if we're unsure whether our topic fits well with the funding priorities?

ERIC MARTIN: You are free to submit a question through the National Criminal Justice Reference Service. But again, we really are constrained to not comment, make substantive comments on any individual application since this is a competitive process and it is open. And again, we want to get as many questions in. But really go through that solicitation and go through your topic. See how you can describe how you would make a contribution to a priority area. If it's difficult, the solicitation may not align to your

topic, but I don't know what other assistance you would be able to receive. But again, feel free if you have any other questions on that to submit it to the Grants@ncjrs.gov.

MARY JO GIOVACCHINI: Should fringe benefits be included in the 35,000 or the 15,000?

ERIC MARTIN: The fringe would be part of the stipend. Indirect will be part of the 15,000.

MARY JO GIOVACCHINI: Can you explain a little more about the biannual progress report, i.e. what it entails and what to include in a deadline?

ERIC MARTIN: These are submitted by all NIJ grantees. You submit them once in the summer at the end of July and then at the end of January. Now, if you're awarded and your projects starts January 1, you wouldn't submit a progress report on January 31, but you will receive information on the progress reports in the award package and these are just a set of questions that judge the progress of the project, any hurdles you may encounter, any impact you may be having, conferences you're traveling to. It really helps us and we use a standard form throughout all science agencies in the government. It helps us understand what the impact of federal science-making institution is. These progress reports are actually very helpful, and they're very useful for NIJ science staff to understand where every grantee is at currently in their project and what assistance, if any, they would need.

MARY JO GIOVACCHINI: How often are qualitative projects funded or is it most frequently quantitative?

ERIC MARTIN: Qualitative projects are funded. I can't give a frequency or a rate by year. We tend to see more quantitative projects come in, but we encourage qualitative or mixed methods projects as well. The one thing I can say, if there's any concern, if there's any advantage over a method or a type of method, the best thing you could do is make sure that your method makes sense given the research questions you're asking, that anybody could see why you're doing that method, and what you hope to gain from that method and what the limitations are.

MARY JO GIOVACCHINI: The solicitation specifies that the focus should be on criminal justice in the United States, does this mean that case studies from other countries will not be considered? Example, dissertation research on criminal groups in Mexico.

ERIC MARTIN: I can't comment individually on any one design but I would say look in the solicitation and look at the priorities listed and how NIJ sees research from this, supporting these DOJ priorities. If you can make a case that this supports this DOJ priority, please apply. Again, I can't comment on any specific topic or design.

MARY JO GIOVACCHINI: As I am planning to graduate next year, I will be using data from 2018 to 2019, and the latest 2020, would that be a problem?

ERIC MARTIN: As long as you spell out very clearly what data you will have, what data you will collect, and how you will have time to analyze that through the proposed timeline. That's the biggest thing, is that you make a case that you will be able to collect this data by this time and have access to this data in your timeline.

MARY JO GIOVACCHINI: What should be included in the research and evaluation independence and integrity if all data being used as secondary and/or public in nature?

ERIC MARTIN: Talk to your grants office about this. Your university should have standard protocol and obviously certain projects, like you said, they may be more at risk than others. That's not for NIJ to judge. NIJ is interested in seeing that your applicant, the university, has a protocol of how they deal with research independence and integrity and how they would handle issues that may arise. Each university should have protocol and what we're seeking as part of the application is a statement to that effect.

MARY JO GIOVACCHINI: You mentioned that candidacy is a requirement at the time of award. Forgive me if this is on the website, but when are the awards granted?

ERIC MARTIN: Each year it is different as far as when we can expect award decisions will be made and those award decisions will be announced. That's why, early in the webinar, we talked about how we encourage everybody to put no earlier than January 1, 2020 as a project start date. And this comes up especially with GRF because of the academic calendar. We can't expect that anything will be announced prior to September 30 of that fiscal year, so it is safe to really count on that January 1, 2020 start date.

MARY JO GIOVACCHINI: If applying for three years of funding and I get the award but end up completing the project within two years, are there any negative consequences for me?

ERIC MARTIN: No, you would just notify NIJ that the project is complete. You have to make sure during your project that you're spending money as appropriate and as what's planned in the project period. But as far as any other negative ramification, no, the

projects can always close early, you just have to let NIJ know and then your grants office would work with our grant managers to start the closeout process for that award.

MARY JO GIOVACCHINI: Can we propose a start date of September 1, 2020, instead of January 1, 2020?

ERIC MARTIN: Yes, you can propose that. Very similar to an earlier question if you're planning on advancing to candidacy later, you can still apply. If you're not awarded, you'd be eligible for another iteration of the solicitation because that falls right in a gray area where January 2021 is right around the corner.

MARY JO GIOVACCHINI: Could expenses on traveling to the study area be eligible for funding?

ERIC MARTIN: Yes, that is an allowable cost, just make sure that it is clear in the budget justification why the travel is occurring, what's going to be gained from the travel, and that everything is clear in the budget.

MARY JO GIOVACCHINI: I have already collected my data, and I'm currently at the analysis dissertation proposal stage, are grants mainly intended for those starting out their projects?

ERIC MARTIN: I can't really comment individually and this is not only protecting the competitive nature of the solicitation, but also my interpretation of where you might be is different than reality just based on what I understand you say. With that said, look at the solicitation, see what you have left to do on your dissertation, what is still outstanding, and how that funding could support you if awarded, that's the best thing I can say.

MARY JO GIOVACCHINI: I currently have a population willing to participate with no compensation, however, things could change if I receive funding. In the application, should I write up the proposal as if I had funding available?

ERIC MARTIN: I apologize. I don't understand the question and I may not be able to comment on it anyway because it sounds like it's on an individual project.

ERIC MARTIN: One thing I can say is any incentives that are given or planned to be given if awarded need to be clearly spelled out in the budget justification and in the application itself.

MARY JO GIOVACCHINI: Can you apply for the NIJ Fellowship and apply for a smaller university specific scholarship using the same research at the same time?

ERIC MARTIN: I believe so. I don't think that would be a problem, but I would suggest you submit that question through the NCJRS just to make sure that we can get all appropriate eyes on it. So yeah, submit that to NCJRS, that's a good question.

MARY JO GIOVACCHINI: All right. We are now at 2:15. We're actually 15 minutes beyond the end time so we are going to end the webinar. The slide that has been up through the entire webinar is information so you have the URL for the GRF website, and you also have the call-in number, email address, and web chat options for the National Criminal Justice Reference Service.

We apologize if we did not get to address your question today. If that is the case, please feel free to submit that question to Grants@ncjrs.gov, and again, their email address is listed here on the slide so you can have a few minutes to jot that down. As a reminder, the slides and the transcript for today's webinar will be posted to the NIJ website in approximately 10 business days. If you have any other questions as you move forward, even things that weren't addressed today or you didn't think of today, submit those too as well to NCJRS. So at this time, on behalf of the National Institute of Justice as well as Eric, we would like to thank you for attending today's webinar. Eric, I'm not sure if you have anything else you want to say?

ERIC MARTIN: No, thanks for your interest in this solicitation and your time. I hope the webinar was helpful and I hope you all have a great day.

Funding Opportunities through NIJ for the Graduate Research Fellowship in the Social and Behavioral Sciences, Fiscal Year 2019

February 27, 2019 | 1:00 PM EST

The webinar will begin shortly



Important Information for Today's Webinar

- **Live-captioning** is available for the hearing impaired. Please click on the “Media Viewer” to log in.
- **Difficulty hearing via your computer?** Click on “Communicate” at the top left, and then “Audio Connection” to adjust the speakers. Still can't hear? Dial in using the information located in the meeting invite.
- **Need technical assistance?** Please use the [Chat Box](#), and send your issue to the Host.
- **Questions about the presentation?** Submit questions at any time by **using the Q&A box and selecting all panelists**. Questions will be answered at the end of the presentation.
- A transcript of this presentation, and the related slides will be posted to the NIJ website.

Funding Opportunities through NIJ for the Graduate Research Fellowship in the Social and Behavioral Sciences, Fiscal Year 2019

Solicitation: NIJ-2019-15466

Solicitation Post Date: February 5, 2019

Solicitation Close Date: April 8, 2019 11:59 PM EDT

Today's Presenter:

Eric D. Martin, Social Science Analyst, Office of Research and Evaluation, National Institute of Justice



National Institute of Justice (NIJ)

Who we are:

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

Our mission:

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



NIJ

NIJ's Graduate Research Fellowship (GRF)

Program Goal:

- Support doctoral students engaged in research that addresses challenges of crime and justice in the U.S.

Two Program tracks:

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



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GRF Solicitations

Funding opportunity announcements posted annually

Office of Justice Programs
National Institute of Justice

Approval Expires 11/30/2020



The U.S. Department of Justice (DOJ), Office of Justice Programs (OJP), National Institute of Justice (NIJ) is seeking applications for funding of innovative doctoral dissertation research in the social and behavioral sciences that is relevant to reducing and preventing violent crime, combating the opioid epidemic, promoting law enforcement officer safety, health, and wellness, rescuing and restoring crime victims, securing our Nation's borders, and enhancing law enforcement investigations and prosecutions. This program furthers the Department's mission by sponsoring research to provide objective, independent, evidence-based knowledge and tools to meet the challenges of crime and justice, particularly at the state, local and tribal levels.

Graduate Research Fellowship in the Social and Behavioral Sciences

Applications Due: April 8, 2019

Eligibility

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

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

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

Office of Justice Programs
National Institute of Justice

Approval Expires 11/30/2020



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

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

Applications Due: April 17, 2019

Eligibility

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

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

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

Deadline

Applicants must register with Grants.gov at <https://www.grants.gov/web/grants/roa/roa.htm> prior to submitting an application. All applications are due by 11:59 p.m. eastern time on April 17, 2019.

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



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Increased Funding Availability for GRF SBS Fellowships

Major Increases in Fellowship Support:

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



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GRF SBS Requirements

Key Requirements:

- Current Enrollment in a Ph.D. program in a SBS field
- Proposed dissertation relevant to U.S. DOJ priorities
- Ph.D. candidacy required for receipt of funding



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GRF SBS Program

Project deliverables:

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

FY18 awards:

- 7 awards = \$224,000



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Examples of Recent GRF Fellows

**Lallen
Johnson**

2010 Fellow
Temple
University



Dissertation project:
“Drug Markets by Travel Patterns:
Testing Reuter and MacCoun’s
Typology of Market Violence”

Currently: Assistant Professor at
Drexel University

Naomi Sugie

2013 Fellow
Princeton
University



Dissertation project:
“Smartphone Study of Job Searching,
Social Contacts, and Wellbeing after
Prison”

Currently: Assistant Professor at the
University Of California, Irvine



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SBS FYI's

- GRF SBS funding availability increased to align with GRF STEM
- The SBS fellowship supports only PhD or other social and behavioral science doctoral students (i.e., EdD)
 - MS, JD, or other terminal degrees are not eligible
- SBS funds are one-time awards
 - Supplemental funds will not be available



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GRF SBS FYI's

- The academic institution is the official applicant
- International students studying in the U.S. may apply through their academic institution
- Academic institutions outside the U.S. are not eligible to apply
- IRB (Institutional Review Board) approval is not required at the time of application



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GRF SBS FYI's (cont'd)

- The student must be enrolled in a PhD program at the time of application
- The proposed thesis topic must have relevance to a U.S. DOJ priority
- Fellowship requirements must be met at the time an award is made, not at the time of application



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GRF SBS FYI's (cont'd)

What to do now:

- Review the solicitation for eligibility
- Contact your university grants office
- Start assembling application materials
 1. Write the program narrative
 2. Ask for letter(s) of support
 3. Obtain enrollment verification



NIJ

Learn about NIJ Funding

The screenshot shows the NIJ website with several annotations:

- Go to www.nij.gov & click on FUNDING & AWARDS**: A yellow box with a red arrow pointing to the 'FUNDING & AWARDS' menu item.
- Past Awards**: A blue box with a red arrow pointing to 'AWARDS MADE BY NIJ'.
- Solicitations**: A blue box with a red arrow pointing to 'CURRENT FUNDING'.
- Read the FAQs**: A blue box with a red arrow pointing to 'FREQUENTLY ASKED QUESTIONS'.
- Read active solicitations**: A blue box with a red arrow pointing to 'CURRENT FUNDING OPPORTUNITIES'.
- Read past solicitations for examples**: A blue box with a red arrow pointing to 'EXPIRED FUNDING OPPORTUNITIES'.
- Sign up for email updates when solicitations post**: A yellow box with a red arrow pointing to the 'E-mail Update' link.

The website content includes:

- OFFICE OF JUSTICE PROGRAMS
- NIJ National Institute of Justice
- Advanced Search
- NIJ HOME PAGE
- FUNDING & AWARDS
- AWARDS MADE BY NIJ
- CURRENT FUNDING
- FORTHCOMING FUNDING
- FREQUENTLY ASKED QUESTIONS
- LABORATORY ENHANCEMENT FUNDING
- FELLOWSHIP PROGRAMS
- EXPIRED FUNDING OPPORTUNITIES
- Submitting Your Application
- Application Review and Award Notification
- If Your Proposal Is Funded
 - Managing Your Funding
 - Grant Monitoring and Site Visits
 - Reporting Requirements
- Archiving Your Data
- What NIJ Funds
- Fiscal Year 2016 Solicitations
 - Watch recorded solicitation webinars.
 - Hear from NIJ Director Nancy Rodriguez on fiscal year 2016 solicitation and tips for making your proposal competitive.
- E-mail Update: Receive an e-mail whenever NIJ releases a solicitation.
- SITE & PAGE TOOLS
 - Text size: + -
 - Print this page
 - Feedback
 - Subscriptions
 - E-mail this page
 - Share this page on...



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www.nij.gov

For more information:

GRF webpage: www.nij.gov/grf

For questions about the GRF solicitations, contact:

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

Email: Grants@ncjrs.gov

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



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