

Notices regarding the solicitation “Research and Evaluation on Violence Against Women, Fiscal Year 2020”

March 27, 2020: Many of our solicitations encourage research partnerships and require applicants to include a strong letter of support, signed by an appropriate decision-making authority from each proposed partnering entity.

NIJ continues to strongly encourage prospective applicants to submit executed agreements necessary to carrying out the work proposed with applications if they can be obtained, but with an understanding of the circumstances surrounding the pandemic, NIJ will accept applications without them.

Applicants selected for award will be required to submit completed agreements by January 1, 2021. Funds will be withheld until such agreements have been received.

February 28, 2020: Language on page 7 pertaining to methodology was removed.

The original solicitation document begins on the next page.



Research and Evaluation on Violence Against Women, Fiscal Year 2020

FY 2020 Competitive Research Grant Solicitation

CFDA No. 16.560

Grants.gov Solicitation Number: NIJ-2020-17331

Solicitation Release Date: January 24, 2020

Application Deadline: 3:59 p.m. eastern time on April 13, 2020

Letter of Intent: Applicants are encouraged to submit a letter of intent to apply to NIJFY20VAWRsearch@usdoj.gov by March 4, 2020. Submitting a letter of intent will not obligate a potential applicant to apply. Applicants who do not provide a letter of intent can still apply. (See [Letter of Intent](#))

The [U.S. Department of Justice](#) (DOJ), [Office of Justice Programs](#) (OJP), [National Institute of Justice](#) (NIJ) is seeking applications for funding to conduct research and evaluation projects examining violence against women. This effort furthers the Department's mission by sponsoring research to provide objective, independent, evidence-based knowledge and tools to meet the challenges of victims of crime, particularly at the state, local, and tribal levels.

This solicitation incorporates the [OJP Grant Application Resource Guide](#) by reference. The OJP Grant Application Resource Guide provides guidance to applicants on how to prepare and submit applications for funding to OJP. If this solicitation expressly modifies any provision in the OJP Grant Application Resource Guide, the applicant is to follow the guidelines in this solicitation as to that provision.

Eligibility (Who may apply)

In general, NIJ is authorized to make grants to, or enter into contracts or cooperative agreements with eligible entities as listed below:

- 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); and
- Institutions of higher education (including tribal institutions of higher education).

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

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

NIJ will consider applications under which two-or-more entities would carry out the federal award; however, only one entity may be the applicant. Any others must be proposed as subrecipients (subgrantees). The applicant must be the entity that would have primary responsibility for carrying out the award, including administering the funding and managing the entire project. For additional information on subawards, see the [OJP Grant Application Resource Guide](#).

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.

Contact Information

For technical assistance with submitting an application, contact the Grants.gov Customer Support Hotline at 1-800-518-4726 or 1-606-545-5035 (international), at <https://www.grants.gov/web/grants/support.html>, or at 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 must email the NIJ contact identified below **within 24 hours after the application deadline** to request approval to submit its application after the deadline. Additional information on reporting technical issues appears under “Experiencing Unforeseen Grants.gov Technical Issues” in the “How To Apply (Grants.gov)” section in the [OJP Grant Application Resource Guide](#).

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 <https://nij.ojp.gov/funding>. Answers to frequently asked questions that may assist applicants are posted at <https://nij.ojp.gov/funding/frequently-asked-questions-about-applying-grants-and-cooperative-agreements>.

Deadline Details

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 3:59 p.m. eastern time on April 13, 2020.

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.

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.

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

For additional information, see the “How to Apply (Grants.gov)” section in the [OJP Grant Application Resource Guide](#).

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Research and Evaluation on Violence Against Women, Fiscal Year 2020

CFDA No. 16.560

A. Program Description

Overview

NIJ strives to support objective and independent knowledge and validated tools to reduce violence against women (VAW) (including violence against American Indian and Alaska Native women and girls), promote justice for victims of crime, and enhance criminal justice responses. For that reason, this solicitation seeks applications for grant funding to conduct research and evaluation projects examining a broad range of topics, including the crimes of homicide, intimate partner and dating violence, rape and sexual assault, stalking, and trafficking; along with the associated criminal justice system response, procedures, and policies.

This solicitation supports **DOJ Strategic Objective 3.1**: Combat violent crime, promote safe communities, and uphold the rights of victims of crime.

This year, NIJ is particularly interested in research responding to the following two priority areas:

1. Evaluation research on VAW programs.
2. VAW research.

Applications proposing research involving partnerships with criminal justice or other agencies must include a strong letter of support, signed by an appropriate decision-making authority from each proposed partnering agency. A letter of support must include the partnering agency's acknowledgement that de-identified data provided through this project will be archived by the awardee in the [National Archive of Criminal Justice Data](#) (NACJD) at the conclusion of the award (please see "[Goals, Objectives, Deliverables, and Expected Scholarly Products](#)," below). If selected for an award, applicants will be expected to have a formal agreement in place with partnering agencies by January 1, 2021. That agreement must include provisions to meet the data-archiving requirements of the award.

In rare circumstances — for example, where a law prohibits the archiving of agency data — NIJ may agree to a successful applicant creating and archiving an appropriate synthetic dataset. Those circumstances will be rare, decided by NIJ on a case-by-case basis, and will require extensive documentation and justification for an exception to be made.

Statutory Authority: Title I of the Omnibus Crime Control and Safe Streets Act of 1968 (sections 201 and 202); Department of Justice Appropriations Act, 2020 (Public Law 116-93).

Project-Specific Information

NIJ's Violence Against Women and Family Violence Research and Evaluation program seeks to promote the safety of women and family members, and to increase the efficiency and effectiveness of the criminal justice system's response to such crimes. Key objectives of the

program include estimating the scope of the problem; identifying causes and consequences; evaluating promising prevention and intervention programs; compiling and disseminating research findings; and partnering to promote and facilitate collaboration, coordination, and cooperation among a wide variety of disciplines. A broad range of topics is covered under this program that touch on a wide variety of public health and safety topics as well as criminal justice challenges, including the availability of legal and victim support services, the effectiveness of prevention and intervention programs, and the impact of such crimes over time.

In addition to the priority areas listed below, NIJ will also prioritize studies that conduct replication research, longitudinal research, and/or include advanced statistical modeling, applied policy analysis, interdisciplinary research teams, and/or researcher-practitioner partnerships.

Evaluation Research on Violence Against Women (VAW) Programs¹

NIJ is soliciting evaluation proposals under this category that examine programs or interventions aimed at enhancing law enforcement, prosecutorial, and judicial responses to intimate partner and dating violence, sexual violence, and stalking; and/or programs or interventions aimed at improving victim engagement with the criminal justice system.

NIJ seeks either: (1) formative evaluations and evaluability assessments or (2) outcome evaluations of VAW programs.

Option 1: Formative Evaluations and Evaluability Assessments

NIJ recognizes that not all VAW service programs may be at the stage of outcome evaluation readiness — as such, a phased approach is needed. In Option 1, applicants should plan to conduct a formative evaluation, as well as an evaluability assessment to determine whether an outcome evaluation of the program or model is possible. Applicants should consider the diverse array of service programs for victims.

If successful, an awardee may be asked to submit an invited application for funding of additional phases to build upon its findings. The specifics of the additional phases will be dependent on the findings of the formative evaluation and evaluability assessment, as well as other factors, including, but not limited to, the availability of appropriations.

Subsequent phases may include:

1. A process evaluation of the specified program(s) or model(s); or
2. An outcome/impact evaluation of specified program(s) or model(s). Future evaluation opportunities out of the phased approach may also include support for replication studies of programs or models.

¹ Under this priority area, the term “program” encompasses models, practices, and programs that exist in the victim services and criminal justice arena. Evaluation research can be proposed of specific victim service organizations, victim service delivery models, and/or victim service interventions.

Evaluation designs should include:

- Descriptive research of service program(s) leading to the development of a logic model(s);
- Evaluability and research capacity assessments of programs to be studied, including, but not limited to, access to data and samples, consent procedures, and agency burden;
- Development of implementation guide(s) for specific program(s); and
- Development of instruments or measures to test the fidelity of programs.

Completing the formative evaluation and evaluability assessment should not exceed a 24-month performance period. Applications should provide detailed information on how all tasks will be accomplished, including a multidisciplinary evaluation team, and demonstrate clear support from related partners.

Option 2: Outcome Evaluation

The phased evaluation approach described above outlines a multistep process that ultimately results in a rigorous outcome evaluation. In cases where programs have achieved a suitable level of development, NIJ encourages applicants to propose rigorous outcome evaluations, using randomized evaluation designs where it is possible and appropriate to do so. If that is not possible or appropriate, applicants should propose the most rigorous and appropriate design to produce high-quality causal evidence.

Under this option, NIJ will only fund projects that evaluate well-developed programs. Applications should include, and append supplementary materials as necessary to describe, the level of program development. Supplemental materials may include copies or links to logic models, program guides and materials, policies and procedures, manuals, prior evaluation findings, program staffing, and funding information. Note: funding under this solicitation may only be used to cover costs associated with the evaluation, but may include reasonable costs incurred by program personnel to support activities directly and exclusively required for the execution of the evaluation (e.g., manual extraction of administrative records).

Randomized controlled trial (RCT) studies are a powerful, much-needed tool for building scientific evidence about what works. Therefore, studies employing RCT methods to assess the effectiveness of programs and practices will be given higher priority consideration. RCT applications with strong designs measuring outcomes of self-evident policy importance are strongly encouraged. A strong RCT design should include low sample attrition, sufficient sample size, close adherence to random assignment, valid outcome measures, and statistical analyses. Taking RCT costs into consideration, applicants may want to consider studies using privacy-protected administrative data that are already being collected or implementing an intervention into a program already funded.

Research on VAW to include homicide, intimate partner and dating violence, sexual violence, and stalking

NIJ is soliciting research and evaluation proposals that examine:

- The investigation and/or prosecution of cases involving intimate partner and dating violence, sexual violence, and stalking, including examining topics such as case flow and attrition, decision-making, training, caseload and workload management, closure rates and characteristics, use and impact of forensic evidence and forensic technologies, and coordination with criminal justice systems and community-based entities;
- Policies, procedures, protocols, training, and interventions that address officer safety when responding to domestic violence and intimate partner violence calls and incidents;
- Law enforcement and prosecution victim-centric and trauma-informed policies, procedures, protocols, and training when responding to sexual assault cases, including forensic evidence identification, collection, documentation, examination, and presentation;
- The impact and consequences of laws and policies mandating evidence tracking and submission, testing, and retention of sexual assault kits;
- The frequency, nature, and causes of homicide using multiple data sources and using multiple research methods.² Special consideration will be given to applications that focus in-depth on the contextual characteristics of female homicide cases (e.g., demographic information about the individuals involved, incident characteristics, situational contexts associated with these cases). Of particular importance are analyses that provide the distribution on a demographic and geographic basis (e.g., national, state, regional, county, reservation/non-reservation); and
- The use of technology, including digital devices/digital forensics evidence, in the investigation, prosecution, adjudication, and/or offender management in cases involving homicide, intimate partner and dating violence, sexual violence, and stalking. Of particular interest to NIJ are body-worn cameras, crime mapping applications, location-based technologies, artificial intelligence, and machine-learning techniques.

NIJ is also interested in the application of big data to the VAW field. The term "big data" is used to describe large datasets that can be analyzed to understand patterns and trends across large populations or time periods. Big data may be characterized by scale, detail, routineness, immediacy, and uniqueness, and could include linking variables using common fields (Lipworth et al., 2017).³ For example, performance management and administrative data could be used to understand the delivery of services to victims and survivors of intimate partner violence, sexual violence, dating violence, and stalking. It can also be used to examine the outcomes and impacts of various interventions employed to address VAW. NIJ is soliciting studies that rely solely on big data or incorporate big data as part of a multimethod approach.

² Applications for funding of basic research activities that focus on domestic mass shootings (e.g., familicide) should submit proposals to NIJ's FY 2020 notice of funding opportunity titled "Investigator-Initiated Research and Evaluation on Firearm Violence," which designates this topic as a priority area.

³ Lipworth, W., Mason, P.H., Kerridge, I. et al. 2017. Ethics and Epistemology in Big Data Research. *Bioethical Inquiry*, 14: 489-500. <https://doi.org/10.1007/s11673-017-9771-3>.

New Investigator/Early Career Opportunity

NIJ is interested in supporting researchers who are early in their careers and new to NIJ's research grant portfolios, specifically non-tenured assistant professors, or equivalent full-time staff scientist positions in a research institution, who propose research on topics relevant to NIJ's Office of Research, Evaluation and Technology (ORET). To that end, NIJ may, in appropriate circumstances, give special consideration in award decisions to applications proposing such researchers as principal investigators. To qualify, the proposed PI must at the time of application submission:

- Hold a non-tenured assistant professor appointment at an accredited institution of higher education in the United States or an equivalent full-time staff scientist position at a research institution; and
- Has completed a terminal degree or post-graduate clinical training within the ten (10) years prior to September 30, 2020, and
- Has never previously received NIJ funding as a PI on a research project with the exception of Graduate Research Fellows or Data Resources Program grantees.

If seeking to be considered for the New Investigator/Early Career Opportunity, the applicant should identify that they are submitting a New Investigator/Early Career proposal on the title page of the application.

Goals, Objectives, Deliverables, and Expected Scholarly Products

The ultimate goal of this solicitation is to reduce violence against women through the development of evidence-based knowledge to inform the formulation of effective strategies to best prevent and respond to such crime and violence. The goals of this solicitation may be accomplished through the dissemination of research findings to stakeholders and policymakers.

Dissemination is accomplished through various methods: articles in trade publications, the development of training manuals, policy briefs, conferences, webinars, and pieces placed in newspapers or magazines, and on appropriate sites online. The goals of this solicitation may also be met through the piloting of new strategies, models, and practices.

Final Research Report. Any recipient of an award under this solicitation will be expected to submit a final research report. Additional information on the final research report requirement can be found on the [Research, Development, and Evaluation Grant Award Requirements](#) page on the NIJ website. The Final Research Report will undergo review for public archive on the [National Criminal Justice Reference Service](#) (NCJRS).

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

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.

Technology Prototype: An exemplar of any algorithm, method, software development kit, and training data set resulting from research and development activities funded under this solicitation will be delivered to NIJ at the end of the award for third-party evaluation, along with detailed implementation instructions. Documentation must include descriptions of algorithmic development and approaches to data collection.

NIJ expects that there will be an equal effort to make the research findings accessible to practitioner and policymaker audiences through articles in trade publications, the development of training manuals, policy briefs, conferences, webinars, and articles for newspapers or magazines.

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

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 that has clear implications for criminal justice policy and practice in the United States.</p> <p>Conduct research in science, technology, engineering, and/or mathematics 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. 4. Number of technologies fielded as a result (in whole or in part) of work funded under the NIJ award. 	<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). <p>If applicable, an annual audit report.</p> <ol style="list-style-type: none"> 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. 4. Description of all technologies fielded as a result (in whole or in part) of 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 decision making.

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.

OJP Priority Areas

Applications proposing activities in the following areas may be given priority consideration:

- Addresses the specific challenges that rural communities face.
- Encouraging program investments in economically distressed communities (Qualified Opportunity Zones).

To receive priority consideration under the rural priority, applicants must describe what makes the geographic service area rural (using U.S. Census or other appropriate government data), how isolated the area is from needed services, and how they will address specific public safety challenges in rural communities.

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

B. Federal Award Information

Maximum number of awards NIJ expects to make:	To be determined by the merit of applications submitted to this solicitation and advanced to peer review, and available funding.
Estimated maximum dollar amount for each award:	To be determined by the funding requested in awarded applications, and available funding.
Total amount anticipated to be awarded under solicitation:	\$2,500,000
Period of performance start date:	January 1, 2021
Period of performance duration:	To be determined by the period of performance of awarded applications. Successful applicants will be expected to complete the work proposed within a five-year period of performance.

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, 2021.

If the applicant is proposing a project that reasonably could be conducted in discrete phases, with each phase resulting in completion of one or more significant, defined milestones, then NIJ strongly recommends that the applicant structure the application — specifically including the narrative, expected scholarly products, timelines/milestones, and budget detail worksheet and budget narrative — to clearly define each phase. (This is particularly the case if the applicant proposes a project that will exceed — in cost or the length of the period of performance — the amount or length of time anticipated for an individual award (or awards) under this solicitation.) Given limitations on the availability to NIJ of funds for awards for research, development, and evaluation, this information will assist NIJ in considering whether partial funding of applications would be productive. (If in FY 2020, NIJ elects to fund only certain phases of a proposed project, the expected scholarly products from the partial-funding award may, in some cases, vary from those described above.)

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

NIJ may elect to fund applications submitted under this FY 2020 solicitation in future fiscal years, dependent on, among other considerations, the merit of the applications and on the availability of appropriations.

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

NIJ may share application information and peer review outcomes with the U.S. Department of Justice Office on Violence Against Women (OVW). NIJ and OVW will consider program scope, current priorities, and availability of funds in making final funding decisions. In the event that an application fares well in peer review, but cannot be funded this year by NIJ, and the application aligns closely with OVW's current priorities, NIJ may give OVW the option of funding it. If OVW elects to fund an application initially submitted under this solicitation, the applicant will be contacted before an award is made to give the applicant the option of accepting or declining funding from a source other than the one to which the applicant applied.

Type of Award

NIJ expects to make awards under this solicitation as grants. See the “Administrative, National Policy, and Other Legal Requirements” section of the [OJP Grant Application Resource Guide](#) for additional information. Any funds provided to another federal agency will be made as an inter-agency reimbursable agreement.

In select cases, NIJ may make awards under this solicitation as cooperative agreements, which provide for OJP to have substantial involvement in carrying out award activities. See the “Administrative, National Policy, and Other Legal Requirements” section of the [OJP Grant Application Resource Guide for additional information](#).

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 2020 Awards”](#) in the [OJP Funding Resource Center](#).

Financial Management and System of Internal Controls

Award recipients and subrecipients (including recipients or subrecipients that are pass-through entities) must, as described in the Part 200 Uniform Requirements⁴ as set out at 2 C.F.R. 200.303, comply with standards for financial and program management. See [OJP Grant Application Resource Guide](#) for additional information.

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 that are not responsive to this specific solicitation.
- Programs or services unrelated to the scope of the research project or existing programs or services being evaluated.
- Training in support of programs or direct services unrelated to or associated with the proposed research project.
- Applications involving tribal governments or being conducted on tribal lands that do not have an executed tribal resolution, executive order, or letter of commitment from the tribal authorized representative (e.g., tribal council, tribal administrator, executive director) sanctioning the partnership/project.

Cost Sharing or Matching Requirement

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

Please see the [OJP Grant Application Resource Guide](#) for information on the following:

- [Pre-agreement Costs \(also known as Pre-award Costs\)](#).
- [Limitation on Use of Award Funds for Employee Compensation; Waiver](#).
- [Prior Approval, Planning, and Reporting of Conference/Meeting/Training Costs](#).

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.

- [Costs Associated with Language Assistance](#) (if applicable).

C. Eligibility Information

For eligibility information, see the 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

This solicitation expressly modifies the OJP Grant Application Resource Guide by not incorporating the “Disclosure of Process Related to Executive Compensation” provisions in the “Application Attachments” section of the [OJP Grant Application Resource Guide](#).

Letter of Intent

Applicants intending to apply are encouraged to submit a letter of intent. The letter should state that the applicant is registered and current with SAM and Grants.gov, and should be sent to NIJFY20VAWRsearch@usdoj.gov by March 4, 2020. A letter does not obligate the applicant to submit an application. See <https://www.justice.gov/ovw/page/file/1107796/download> for a sample letter.

What an Application Should Include

The following application elements MUST be included in the application submission for an application to meet the basic minimum requirements (BMR) to advance to peer review and receive consideration for funding: Program Narrative, Budget Detail Worksheet (including Budget Narrative), and resumes/curriculum vitae of key personnel. (For purposes of this solicitation, “key personnel” means the principal investigator [PI], and any and all co-principal investigators [Co-PIs].)

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

1. Application for Federal Assistance (Standard Form [SF]-424)

The SF-424 is a required standard form used as a cover sheet for submission of pre-applications, applications, and related information. See the [OJP Grant Application Resource Guide](#) for additional information on completing the SF-424.

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

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 — therefore, any confidential study information (e.g., site name/location) should not be included in the abstract.

Applications should include a high-quality project abstract that summarizes the proposed project in no more than 400 words. Project abstracts 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 a standard 12-point font (such as Times New Roman) 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 on the [NIJ webpage](#).

3. Program Narrative

The program narrative section of the application should not exceed 30 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 30-page limit for the narrative section. The project abstract, table of contents, appendices, and government forms do not count toward the 30-page limit.

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

The following sections should be included as part of the program narrative.⁵

Program Narrative Guidelines:

a. Title Page (not counted against the 30-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 PI.

⁵ 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.

b. Resubmit Response (if applicable) (not counted against the 30-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 30-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 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 5. 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 project-specific information on page 9 and a plan for dissemination to appropriate audiences. Applicants should identify plans to produce or make available to broader interested practitioners and policymakers 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 30-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 resume of the PI and any and all Co-PIs. In addition, curriculum vitae, resume, or biographical sketches of all other individuals (regardless of “investigator” status) who will be significantly involved in substantive aspects of the proposed project (including, for example, individuals such as statisticians used to conduct proposed data analysis).
- 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 on the NIJ webpage to prepare 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 Information 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 <https://nij.ojp.gov/funding/human-subjects-and-privacy-protection>. **Note:** Final IRB approval is not required at the time an application is submitted.
- Privacy Certificate (for further guidance go to <https://nij.ojp.gov/funding/confidentiality-and-privacy-protections> and <https://nij.ojp.gov/funding/model-privacy-certificate>).
- 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 (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://nij.ojp.gov/funding/participant-support-costs-and-incentives-social-science-research>.
- Data archiving plan. Applicants should anticipate that NIJ will require (through special award conditions, that data sets resulting in whole or in part from projects funded under this solicitation be submitted for archiving with the NACJD. See <https://nij.ojp.gov/funding/data-archiving-plans-nij-funding-applicants>.

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

programming code necessary to reproduce all constructed measures and the original data analysis, description of necessary de-identification procedures, and (when required) a copy of the privacy certificate and informed consent protocols.

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

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

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

Please see the [OJP Grant Application Resource Guide](#) for information on the following:

4. [Budget Information and Associated Documentation](#) in the Budget Preparation and Submission Information section.

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

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

For additional match information, see the “[Cost Sharing or Match Requirement](#)” section under [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.

5. [Indirect Cost Rate Agreement](#)
6. [Tribal Authorizing Resolution](#) (if applicable)
7. [Financial Management and System of Internal Controls Questionnaire \(including applicant disclosure of high-risk status\)](#)
8. [Disclosure of Lobbying Activities](#)
9. [Applicant Disclosure of Pending Applications](#)

10. [Applicant Disclosure and Justification – DOJ High-Risk Grantees](#)⁶ (if applicable)

11. [Research and Evaluation Independence and Integrity](#)

12. **Additional Attachments**

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

As is mentioned above, OJP may, 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 the specified 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).

b. **Documentation of Rural Challenges (if applicable)**

As is mentioned above, OJP may, give priority consideration in award decisions to applications that address the specific public safety challenges that rural communities face. Each applicant proposing a project under the rural priority, should provide a sufficient narrative to include what makes the geographic service area rural (using U.S. Census or other appropriate government data), how isolated the area is from needed services, and how they will address specific public safety challenges in rural communities. The narrative must be included as an attachment that is clearly labeled as addressing rural challenges.

How To Apply (Grants.gov)

Applicants must register in and submit applications through [Grants.gov](#), a primary source to find federal funding opportunities and apply for funding. Find information on how to apply in response to this solicitation in the [OJP Grant Application Resource Guide](#).

Registration and Submission Steps

Applicants will need the following identifying information when searching for the funding opportunity on Grants.gov.

- Assistance Listing 16.560, National Institute of Justice Research, Evaluation, and Development Project Grants.
- NIJ-2020-17331.

⁶ 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.

For information on each registration and submission step, see the [OJP Grant Application Resource Guide](#).

E. Application Review Information

Review Criteria

Applications that meet basic minimum requirements will be evaluated by peer reviewers using the following review criteria. Each criterion is assigned a different weight based on the percentage value listed. For example, the first criterion, “Statement of the Problem and Research Questions,” is worth 15 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) – 15%

1. Demonstrated thorough knowledge of the extant literature in the field and awareness of the state of current research.
2. Demonstrated importance of research questions, goals, and objectives, including alignment with the aims of the solicitation.
3. Demonstrated appropriate linkages between the research gap(s) and research question(s) to be addressed.
4. Demonstrated understanding of the population under investigation (if appropriate).

Project Design and Implementation (Quality and technical merit) – 60%

1. Soundness of methods and appropriateness of the analytic and technical approach to addressing the stated aim(s) of the proposed project (to include items such as selection bias, sample size and power, generalizability, and missing data; and for evaluations, intervention (treatment/dosage) and control conditions).
2. Feasibility of the proposed project.
3. Awareness of potential pitfalls of the proposed project design and feasibility of proposed actions to minimize and/or mitigate them.
4. Feasibility of completing the deliverables noted in the solicitation and proposal.

Potential Impact – 10%

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 solutions 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) – 15%

1. Qualifications and demonstrated experience of proposed project staff (that is, the PI, any and all Co-PIs, 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 project staff to implement the proposed strategies and the applicant organization’s ability to 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.
4. Rationale and justification for the proposed staffing plan to include the applicant organization and proposed subawardee(s) and consultant(s).

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 strength and feasibility 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.

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.

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, achievable, and consistent with the solicitation.

The following five paragraphs in this solicitation expressly modify the “Application Review Information” provisions in the OJP Grant Application Resource Guide. An applicant is to follow the guidance in these five paragraphs instead of the guidance stated under the “Application Review Information” heading in the Guide.

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 necessary to meet the basic minimum requirements.
- The application, if submitted by an applicant that is a DOJ High-Risk Grantee,⁷ or is designated “high-risk” by a federal grant-making agency outside of DOJ, must not have been determined by the Director to pose a substantial risk of program implementation failure, based on 1) the applicant’s lack of sufficient progress in addressing required corrective actions necessary for removal of the DOJ High-Risk Grantee (or non-DOJ high-risk) designation, 2) the nature and severity of the issues leading to or accompanying the DOJ High-Risk Grantee (or non-DOJ high-risk) designation, and/or 3) the applicant’s expected ability to manage grant funds and achieve grant goals and objectives.

For a list of the application elements that MUST be included in the application submission in order for an application to meet the basic minimum requirements, 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, but are considered carefully.

Other important considerations for NIJ include geographic diversity, strategic priorities (specifically including, but not limited to, addressing public safety challenges that rural communities face and/or demonstrable potential enhancement to public safety in one-or-more federally-designated Qualified Opportunity Zones), available funding, the planned scholarly products, and the extent to which the Budget Detail Worksheet and Budget Narrative accurately

⁷ See “Applicant Disclosure and Justification – DOJ High-Risk Grantees” under “What an Application Should Include,” above, for a definition of “DOJ High-Risk Grantee.”

explain project costs that are reasonable, necessary, and otherwise allowable under federal law and applicable federal cost principles.

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

In addition, if OJP anticipates that an award will exceed \$250,000 in federal funds, OJP also must review and consider any information above the applicant that appears in the non-public segment of the integrity and performance system accessible through SAM (currently, the Federal Awardee Performance Integrity Information System, FAPIIS).

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

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

Please see the [OJP Grant Application Resource Guide](#) for information on the following:

- [Federal Award Notices](#)
- [Administrative, National Policy, and Other Legal Requirements](#)

OJP strongly encourages prospective applicants to review information on post-award legal requirements and common OJP award conditions **prior** to submitting an application.

If selected for funding, in addition to implementing the funded project consistent with the OJP-approved application, the recipient must comply with all award conditions and all applicable requirements of federal statutes and regulations (including applicable requirements referred to in the assurances and certifications executed in connection with award acceptance).

For additional information on these legal requirements, see the “Administrative, National Policy, and Other Legal Requirements” section in the [OJP Grant Application Resource Guide](#).

- [Information Technology \(IT\) Security Clauses](#)

General Information about [Post-Federal Award Reporting Requirements](#)

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

Required reports. Recipients typically must submit quarterly financial reports, 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. A final research report is also required. Additional information on the final research report requirement for the solicitation is available on the [Research, Development, and Evaluation Grant Award Requirements](#) page on the NIJ website.

The Final Research Report will undergo review for public archive on the NCJRS website. Also, 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.)

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

G. Federal Awarding Agency Contact(s)

For questions directed to the Federal Awarding Agency, see NCJRS contact information on page 2.

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

H. Other Information

Please see the [OJP Grant Application Resource Guide](#) for information on the following:

- [Freedom of Information and Privacy Act \(5 U.S.C. 552 and 5 U.S.C. 552a\).](#)
- [Provide Feedback to OJP.](#)

Application Checklist

Research and Evaluation on Violence Against Women, Fiscal Year 2020

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 [OJP Grant Application Resource Guide](#))
- Acquire or renew registration with SAM (see [OJP Grant Application Resource Guide](#))

To Register with Grants.gov:

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

To Find Funding Opportunity:

- Search for the Funding Opportunity on Grants.gov (see page 21)
- Access Funding Opportunity and Application Package (see [OJP Grant Application Resource Guide](#))
- Sign up for Grants.gov email [notifications](#) (optional) (see [OJP Grant Application Resource Guide](#))
- Read [Important Notice: Applying for Grants in Grants.gov](#)
- Read OJP policy and guidance on conference approval, planning, and reporting available at [ojp.gov/financialguide/DOJ/PostawardRequirements/chapter3.10a.htm](#) (see [OJP Grant Application Resource Guide](#))

Prior to Submission:

- Send Letter of Intent to NIJFY20VAWRsearch@usdoj.gov (see page 15)

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 [OJP Grant Application Resource Guide](#))

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

- Contact NIJ regarding technical difficulties (see [OJP Grant Application Resource Guide](#))

Overview of Post-Award Legal Requirements:

- Review the "[Overview of Legal Requirements Generally Applicable to OJP Grants and Cooperative Agreements - FY 2020 Awards](#)" in the [OJP Funding Resource Center](#).

Scope Requirement:

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

Eligibility Requirement: See cover page.

What an Application Should Include:

The following items are critical application elements required to pass basic minimum requirements. An application that OJP determines does not include the application elements designated to be critical, will neither proceed to peer review, nor receive further consideration.

- Program Narrative (see page 16)
- Budget Detail Worksheet (including Budget Narrative)
(see [OJP Grant Application Resource Guide](#))
- Resumes/curriculum vitae of key personnel (see page 18)

- Application for Federal Assistance (SF-424) (see page 15)
- Project Abstract (see page 15)
- Program Narrative (see page 16)
- Budget Detail Worksheet (including Narrative)
(see [OJP Grant Application Resource Guide](#))
- Indirect Cost Rate Agreement (if applicable) (see [OJP Grant Application Resource Guide](#))
- Tribal Authorizing Resolution (if applicable) (see [OJP Grant Application Resource Guide](#))
- Financial Management and System of Internal Controls Questionnaire
(see [OJP Grant Application Resource Guide](#))
- [Disclosure of Lobbying Activities \(SF-LLL\)](#) (see [OJP Grant Application Resource Guide](#))
- Applicant Disclosure of Pending Applications (see [OJP Grant Application Resource Guide](#))
- Applicant Disclosure and Justification – DOJ High-Risk Grantees (if applicable)
(see [OJP Grant Application Resource Guide](#))

Additional Attachments:

- Research and Evaluation Independence and Integrity
(see [OJP Grant Application Resource Guide](#))
- Request and Justification for Employee Compensation; Waiver (if applicable)
(see [OJP Grant Application Resource Guide](#))
- Documentation of anticipated benefit to federally designated Qualified Opportunity Zones
(if applicable) (see page 21)
- Documentation of rural challenges (if applicable) (see page 21)