

## Notices regarding the solicitation “Graduate Research Fellowship, Fiscal Year 2020”

April 10, 2020: A hyperlink error on page 18 was fixed. The link (<https://nij.ojp.gov/funding/participant-support-costs-and-incentives-social-science-research>) now works as intended.

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April 1, 2020: Additional information regarding the budgeting of funds from the \$12,000 Cost of Education Allowance to supplement expenses under the \$3,000 Research Expenses category has been added. See Section B. Federal Award Information for details.

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March 27, 2020: Information regarding the allowability of indirect costs was revised throughout the funding opportunity document. See Section B. Federal Award Information for details.

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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.

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February 10, 2020: On February 4, 2020, 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.

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January 30, 2020: Information regarding designation of the award point of contact (POC) was added to page 6.

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January 22, 2020: The time of the webinar referenced on page 4 of the solicitation has been revised to 1:00 p.m. (eastern time).

To learn more about this webinar, and register to attend, visit: <https://nij.ojp.gov/events/graduate-research-fellowship-2020-solicitation-webinar>. Slides and transcripts from this webinar will be made available after the event.

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The original solicitation document begins on the next page.



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## Graduate Research Fellowship, Fiscal Year 2020

### FY 2020 Competitive Research Grant Solicitation

CFDA No. 16.560

Grants.gov Solicitation Number: NIJ-2020-17332

Solicitation Release Date: January 17, 2020

Application Deadline: 11:59 p.m. eastern time on April 15, 2020

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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 that is relevant to preventing and controlling crime, and ensuring the fair and impartial administration of criminal justice in the United States. This program furthers the Department's mission by increasing the pool of researchers who are engaged in providing science-based solutions to problems relevant to criminal and juvenile justice policy and practice in the United States. This integrates into a single solicitation for two previously separate fellowship solicitations in Science, Technology, Engineering, and Mathematics (STEM) and Social and Behavior Sciences (SBS).

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)

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.

## 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](mailto: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](mailto: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 11:59 p.m. eastern time on April 15, 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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# Graduate Research Fellowship, Fiscal Year 2020

CFDA No. 16.560

## A. Program Description

### Overview

The Graduate Research Fellowship (GRF) program provides grants to accredited academic institutions to support outstanding doctoral students whose dissertation research is relevant to criminal justice. Applicant academic institutions are eligible to apply only if:

1. The student is currently enrolled in a Ph.D. program in the sciences or engineering; and
2. The student's proposed dissertation research has demonstrable relevance to preventing and controlling crime, and/or ensuring the fair and impartial administration of criminal justice, in the United States.

**Statutory Authority:** Title I of the Omnibus Crime Control and Safe Streets Act of 1968 (sections 201 and 202)

### Program-Specific Information

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

In recent years, NIJ posted separate solicitations for applicants in the social and behavioral sciences (GRF-SBS) and for those in science, technology, engineering, and mathematics fields (GRF-STEM). **All eligible applicants are now invited to apply under this single funding opportunity (GRF), without distinction between SBS and STEM.** NIJ anticipates continued support for graduate research from all branches of the sciences, and invites applications from eligible applicants regardless of degree program. Proposals will continue to be reviewed by panels of experts appropriate to the field of study. **Clearly indicating the student's degree program on the program narrative cover page will facilitate assignment of appropriate reviewers.**

To learn more about the program, including answers to Frequently Asked Questions, go to <https://www.nij.ojp.gov/GRF>. Look for information on a webinar scheduled for 1:00 p.m. (eastern time) on February 4, 2020. Webinar slides and a transcript will be posted after the event.

Awards are anticipated to be made to successful applicant institutions in the form of grants to cover fellowships for the sponsored doctoral students. Each fellowship provides up to three (3) years of support usable within a five-year period. For each year of support, NIJ provides the degree-granting institution \$35,000 for Salary and Fringe, up to \$12,000 in Cost of Education Allowance, and up to \$3,000 in Research Expenses (see [Section B. Federal Award Information](#)).

The award will be made for the entire cumulative fellowship amount (up to three years of funding). Although the award is made for the full amount, after the first year, each annual funding increment is withheld pending annual demonstration of continued enrollment and adequate progress towards the degree.

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

- Reducing and preventing violent crime;
- Addressing drug trafficking, drug markets, and drug-related violence;
- Promoting law enforcement officer safety, health, and wellness;
- Rescuing and restoring crime victims;
- Securing our nation's borders;
- Enhancing law enforcement investigations and prosecutions, and
- Investigating psychopathological, physiological, or biological correlates to offending behaviors and/or victimization.

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

Applicants may also consider [NIJ's Science and Technology Research Objectives](#) for the application of technology across law enforcement, courts, corrections, and forensic science communities. Under an NIJ cooperative agreement, RAND Corporation publishes assessments of current and future [high-priority criminal justice technology needs](#) across various topic areas, which may be consulted for further guidance.<sup>1</sup>

Applicants considering research in the social and behavioral sciences are encouraged to consult [NIJ's topical research portfolios](#). Also of interest may be [NIJ's Strategic Research Plans](#), which gives research areas and objectives for the near future.

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 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

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<sup>1</sup> NIJ award no. [2013-MU-CX-K003](#).

by one of the regional institutional accreditation agencies recognized by the U.S. Secretary of Education. An applicant institution sponsoring a doctoral student is eligible to apply only if the doctoral student satisfies the [Doctoral Student Eligibility Requirements](#).

**Applications from students who apply as individuals will be removed from consideration.**

The academic institution's institution-wide research office (e.g., office of sponsored research) must complete and submit an application electronically using Grants.gov (see [What an Application Should Include](#)). A university official or faculty member (but **NOT** the sponsored student) should be indicated as the grant Point of Contact (POC). If allowed by the applicant institution, the sponsored doctoral student should be identified as the project's Principal Investigator (PI) or co-Principal Investigator (co-PI). Otherwise, the student should be indicated as "Graduate Research Fellow" or similar.

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

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

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

If the doctoral student 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 NIJ. NIJ anticipates that award notifications will be made on or before September 30, 2020. The applicant academic institution and the doctoral student are cautioned not to anticipate the availability of fellowship funds for meeting any necessary or required expenses until the requirements stipulated above have been met in full.

Awarded applicants may receive fellowship funding only while the student is actively enrolled in the doctoral degree program and is carrying out research for the dissertation identified in the applicant's funding application.

### **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, NIJ must receive a signed statement of support from the sponsored doctoral student's dissertation committee chair prior to authorizing the disbursement of award funds.<sup>2</sup> 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.
- 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 critical by NIJ under this solicitation, see [What an Application Should Include](#).

### **Goals, Objectives, Deliverables, and Expected Scholarly Products**

The ultimate goal of this solicitation is to increase the pool of researchers who are engaged in providing solutions to problems relevant to criminal justice policy and practice in the United States. Through the GRF program, NIJ supports research by promising doctoral students as they train to become the creators of future innovation. This is consistent with [National research and development \(R&D\) priority practices](#):

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<sup>2</sup> Applicants can expect to see conditions to this effect attached to any such award.



- Educating and Training a Workforce for the 21st Century Economy

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

## **Deliverables**

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

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

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

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

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

## **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](http://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
Conduct dissertation research having clear implications for criminal justice policy and practice in the United States.	1. 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.	1. An official signed copy of the doctoral student's successfully defended and accepted final dissertation.  2. List of citation(s) to all scholarly products that resulted in whole or in part from work funded under the NIJ award.  3. Quarterly financial reports, and annual and final progress reports.

## 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](https://www.crimesolutions.gov/about_starttofinish.aspx) for further information on high-quality evaluation design elements.

## B. Federal Award Information

<b>Maximum number of awards NIJ expects to make:</b>	At least 20 awards
<b>Estimated maximum dollar amount for each award:</b>	\$150,000
<b>Total amount anticipated to be awarded under solicitation:</b>	Up to \$3,000,000
<b>Period of performance start date:</b>	January 1, 2021
<b>Period of performance duration:</b>	Awards will be made for periods of performance of up to five years, while providing up-to three years' worth of funding within that period

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

Each year of support includes:

1. \$35,000 Salary and Fringe Benefits.
2. Up to \$12,000 Cost of Education Allowance.
3. Up to \$3,000 Research Expenses.

The \$35,000 Salary and Fringe Benefits budget category may include fringe benefits (if applicable) and health insurance, at the applicant institution's discretion. Where possible, in accordance with institutional policy, academic institutions should account for the full amount of \$35,000 when justifying the personnel expenses of the doctoral student. The Salary and Fringe category may not include support for any person other than the doctoral student.

The \$12,000 Cost of Education Allowance may include any combination of the doctoral student's tuition, student fees, or university administrative or indirect costs. If the university elects not to use the entire \$12,000 Cost of Education Allowance for tuition, fees, or administrative or indirect costs, the remaining portion may be used to supplement allowable expenses under the Research Expenses category.

The \$3,000 Research Expenses category may include research supplies, instrumental user facility time, compensation for human subjects, data collection site travel, conference travel, or

professional society membership fees, among other allowable expenses during the award period of performance (see complete [Budget Information](#), including “What will not be funded”).

All travel should be relevant, reasonable, and justified. As the goal of the GRF program is to support the development of new scholars, some conference travel early in the project period to attend and observe, rather than present original research, may be acceptable. International travel requires additional justification and prior approval.

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 (3) 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 becomes active, 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 anticipated or incurred. 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, 2021. Although NIJ anticipates that funds awarded under this solicitation will be made available on January 1, 2021, 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 2021 Winter Quarter or Spring Semester until the requirements stipulated under [Doctoral Student Eligibility Requirements](#) have been met in full.

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 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.

**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 Requirements<sup>3</sup> 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 for dissertation research by doctoral students who are not pursuing research related to crime, and/or the fair and impartial administration of criminal justice, in the United States.
- Applications that are not responsive to this specific solicitation.
- Biomedical or behavior control experimentation on individuals or any research involving such experimentation.
- Conference, meeting, or training activity hosted by the applicant. (Conference, meeting, or training attendance by the fellow, if included in the fellowship application and budget, may be allowable.)

## **Cost Sharing or Matching Requirement**

See “Cofunding” paragraph under item 4 (“Budget 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 \(also known as Pre-award Costs\)](#).
- [Prior Approval, Planning, and Reporting of Conference/Meeting/Training Costs](#).
- [Costs Associated with Language Assistance](#) (if applicable).

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<sup>3</sup> 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.

## 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

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](#).

### 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:

1. Program Narrative.
2. Budget Detail Worksheet (including Budget Narrative).
3. Verification of Current Enrollment in a qualifying degree program.
4. Undergraduate and Graduate Transcripts (official or unofficial).
5. Statement of Support from the dissertation committee chair (or, if the student does not yet have a committee, the student’s faculty advisor, department chair, departmental director of graduate studies, or an individual with similar responsibilities).
6. Curriculum vitae, resumes, or biographical sketches of key personnel (For purposes of this solicitation, “key personnel” means the student and the person providing the Statement of Support).

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.

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.

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 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 negatively consider such noncompliance in peer review and in final award decisions.

The program narrative is expected to be the intellectual product of the student. While the involvement of graduate advisors and others is encouraged in the development of research ideas and in the revision of manuscripts, the student should be the primary author of the research proposal.

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

### 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.

- Name and complete contact information (address, telephone number, and e-mail address) for both the applicant academic institution and the principal investigator (i.e., the sponsored doctoral student, if allowed by the academic institution).
- Unique Author Identifier (e.g., [ORCID](#), [ResearcherID](#), [Scopus Author ID](#)), if available, for the doctoral student.
- Name of the enrolled doctoral program (degree field).
- Keywords.

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

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

- Project Design and Implementation. Applicants should provide a detailed description of the methods to be used to address the research questions. Applicants should describe the data acquisition methodology in detail, and demonstrate the validity and relevance of the data to be collected. Applicants should justify the methods of data analysis planned, address the feasibility of the project overall, speculate on potential challenges that may arise, and discuss plans to mitigate difficulties that may be encountered.

This section should include a discussion of the deliverables, including planned scholarly products and a plan for dissemination to appropriate audiences. Applicants should also identify plans, if appropriate, to make the results available to interested



criminal justice practitioners and the broader public in a form that is readily accessible and useful to them.

- Capabilities/Competencies. This section should describe the experience and capability of the doctoral student, the research advisor or committee chair (if applicable), and the academic institution, highlighting previous experience implementing similar research. Applicants should address:
  - The preparation and qualifications of the doctoral student;
  - The academic environment and supporting resources, and
  - Experience producing and disseminating research deliverables (publications and presentations).

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

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

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

- Bibliography/references. Attach this as a separate PDF file titled, "Bibliography and References Cited."
- Any tools/instruments, questionnaires, tables/charts/graphs, or maps pertaining to the proposed project that are supplemental to, but not essential to, a basic understanding of the main body of the narrative. (Tables, charts, graphs, or other relevant illustrations that are essential for comprehension of the project/program design should be included in the main body of the narrative.)
- 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.
- Proposed project timeline and expected milestones. The timeline should include details about student progress milestones, including, but not limited to: the date by which the student is expected to advance to candidacy (if applicable), any major dates in the dissemination plan, the writing of the dissertation, and an expected dissertation defense date. Any steps that are specifically required by the sponsoring institution for successful completion of the doctoral degree should be clearly noted. The project timeline should also allow for time to complete edits to the dissertation manuscript and for submission of the final dissertation to NIJ.
- 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 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 should include the student and the student's dissertation committee (if known). The dissertation chair should be clearly identified.

For each listed individual, this identification should include: 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 NIJ's 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.

- 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, 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://nij.ojp.gov/funding/participant-support-costs-and-incentives-social-science-research>.
- Letters of cooperation/support, or administrative agreements from, organizations collaborating in the project, such as law enforcement and correctional agencies (if applicable).

#### 4. Budget Information and Associated Documentation

See the Budget Preparation and Submission Information section of the [OJP Grant Application Resource Guide](#) for details on the Budget Detail Worksheet, and on budget information and associated documentation, such as information on proposed subawards, proposed procurement contracts under awards, and pre-agreement costs.

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

##### **Salaries and Wages — Personnel**

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

The fringe benefit rate during the academic year for the graduate student is \_\_\_\_ percent. The summer fringe benefit rate is \_\_\_\_ percent. The benefits included in this rate cover \_\_\_\_\_.

##### **Travel (Non-federal)**

Attendance at the xxx Annual Meeting will provide an opportunity to disseminate the results of my work within the relevant academic community. The meeting will be held in xxx. The expected lodging rate is \$xxx, based on xxx source, for a total of xxx nights (\$xxx total). The meal allowance is \$xxx per day, based on xxx source. (Note that whether the appropriate source is the federal per diem rate,<sup>4</sup> or a lower rate stipulated by the academic institution, is at the institution's discretion.) The expected transportation cost is \$xxx, based on xxx source. Other anticipated costs include an anticipated baggage fee of \$xx. The total requested funding for this travel event is \$xxx.

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](#).

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<sup>4</sup> See [per diem rates](#) made available by the U.S. General Services Administration, as appropriate.

**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.

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

5. [Indirect Cost Rate Agreement](#).
6. [Financial Management and System of Internal Controls Questionnaire \(including applicant disclosure of high-risk status\)](#).
7. [Disclosure of Lobbying Activities](#).
8. [Applicant Disclosure of Pending Applications](#).
9. [Applicant Disclosure and Justification – DOJ High Risk Grantees<sup>5</sup> \(if applicable\)](#).
10. [Research and Evaluation Independence and Integrity](#).
11. **Additional Attachments**
  - a. **Verification of full-time enrollment** in a STEM doctoral program at the time of application (**CRITICAL ELEMENT**). Attach this as a separate PDF file titled “Verification of Enrollment.”
  - b. **Undergraduate and graduate transcripts**, either official or unofficial (**CRITICAL ELEMENT**). Attach this as a separate PDF file titled “Undergraduate and Graduate Transcripts.”
  - c. **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 (**CRITICAL ELEMENT**). Attach this as a separate PDF file titled “Statement of Support.”
  - d. **Curriculum vitae, resumes, or biosketches of key personnel** (**CRITICAL ELEMENT**). (For purposes of this solicitation, “key personnel” means the student and the person

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<sup>5</sup> 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.

providing the Statement of Support.) Attach this as a separate PDF file titled “CVs or Resumes.”

**e. Potential Environmental Impact Coversheet and Checklist (if applicable) – National Environmental Policy Act (NEPA)**

Each applicant is to submit an NIJ Programmatic Coversheet and Checklist with its application to assist NIJ in assessing the potential environmental impacts of the activities proposed for funding by the applicant. Specifically, the applicant is expected to:

- Carefully read the [Programmatic Environmental Assessment](#);
- Complete the [Cover Sheet and the attached Programmatic Checklist](#); and
- Attach the completed documents to the grant application.

The applicant should also submit a Cover Sheet and NIJ Programmatic Checklist for any organization identified in the Budget Detail Worksheet that will receive grant funds through a subaward or procurement contract to perform any of the following activities: new construction or renovations that change the basic prior use of a facility or significantly change its size; research and/or technology development that could be expected to have an effect on the environment; or implementation of programs involving the use of chemicals. For more information about NEPA and NIJ's NEPA Process, please go to <https://nij.ojp.gov/funding/national-environmental-policy-act-nepa>.

## **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-2020-17332.

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.

#### **Statement of the Problem and its Significance – 30%**

1. Clarity of the problem statement and research questions.
2. Demonstrated awareness of the state of current research.
3. Connection between the problem and the proposed research.
4. Demonstrated relevance of the proposed research to criminal justice in the United States.
5. Potential significance of the proposed research to the field of study.

#### **Project Design and Implementation (Quality and technical merit) – 40%**

1. Detailed and complete discussion of proposed research methods.
2. Soundness of the research methods and appropriateness to the proposed study.
3. Awareness of potential pitfalls of the research plan and proposed practical solutions.
4. Feasibility of the proposed project.

#### **Capabilities/Competencies (Capabilities, demonstrated productivity, and experience of the applicant organization and proposed project staff) – 30%**

1. Qualifications of the doctoral student, including:
  - a. Undergraduate record
  - b. Graduate coursework completed
  - c. Relevant work and/or research experience
  - d. Leadership roles
  - e. Publication record
2. Academic environment and supporting resources of the applicant institution, degree program, and graduate advisor (if applicable).

#### **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. Appropriateness of requested research expenses and related costs to the proposed dissertation research.
2. Use of existing resources to conserve costs.

## **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. See the [OJP Grant Application Resource Guide](#) for information on the application review process for this 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.

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 external peer reviewers, internal peer reviewers, or a combination, to assess applications on technical merit using the solicitation’s review criteria. An external peer

reviewer is an expert in the subject matter of a given solicitation who is not a current DOJ employee. An internal reviewer is a current DOJ employee who is well-versed or has expertise in the subject matter of this solicitation. Peer reviewers' ratings and any resulting recommendations are advisory only, but are considered carefully.

Other important considerations for NIJ include geographic diversity, strategic priorities, available funding, the planned scholarly products, and the extent to which the Budget Detail Worksheet and Budget Narrative accurately explain project costs that are reasonable, necessary, and otherwise allowable under federal law and applicable federal cost principles.

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

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

## **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, 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/](http://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

### Graduate Research Fellowship, 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 20)
- ☐ 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](#))

*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 experiencing 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 maximum request limit of \$150,000.

## Eligibility Requirement:

- ☐ Degree-granting academic institutions in the United States and its territories apply on behalf of an eligible student. Institutions must be fully accredited by one of the regional institutional accreditation agencies recognized by the U.S. Secretary of Education, and are eligible if:
  1. The student is currently enrolled in a Ph.D. program in the sciences or engineering; and
  2. The student's proposed dissertation research has demonstrable relevance to preventing and controlling crime and/or ensuring the fair and impartial administration of criminal justice in the United States.

## What an Application Should Include:

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

- ☐ Program Narrative (see page 14)
  - ☐ Budget Detail Worksheet (including Budget Narrative)  
(see [OJP Grant Application Resource Guide](#))
  - ☐ Verification of Current Enrollment (see page 19)
  - ☐ Undergraduate and Graduate Transcripts (see page 19)
  - ☐ Statement of Support (see page 19)
  - ☐ Curriculum Vitae, Resumes, or Biographical Sketches (see page 19)
- 
- ☐ Application for Federal Assistance (SF-424) (see page 13)
  - ☐ Project Abstract (see page 14)
  - ☐ [Appendices](#) (see page 16)
    - ☐ Bibliography/references (see page 16)
    - ☐ Tools/instruments, questionnaires, tables/charts/graphs, or maps (see page 16)
    - ☐ Personal statement (see page 16)
    - ☐ Project timeline (see page 16)
    - ☐ List of involved people and organizations (see page 16)
    - ☐ Human Subjects Protection paperwork (see page 17)
    - ☐ Privacy Certificate (see page 17)
    - ☐ List of previous and current NIJ awards (see page 17)
    - ☐ List of other funding sources received or submitted (see page 17)
    - ☐ Participant incentives approval request (if applicable) (see page 18)
    - ☐ Letters of support (if applicable) (see page 18)
  - ☐ 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](#))
- ☐ Potential Environmental Impact Coversheet and Checklist (NEPA) (see page 20)

## Funding Webinar Transcript

On February 4, 2020, NIJ hosted a webinar that provided an overview of this solicitation. Following are the transcript and slide presentation from that webinar.

MARY JO GIOVACCHINI: Good afternoon, everybody. And welcome to today's webinar, NIJ Graduate Research Fellowship, the 2020 Program Overview, hosted by the National Institute of Justice.

At this time, I would like to introduce today's presenters, Gregory Dutton, Office of Investigative and Forensic Sciences; Eric Martin, Office of Research and Evaluation, and Joe Heaps, Senior Physical Scientist.

GREGORY DUTTON: Welcome. Thank you to everyone for attending. Since the 2020 GRF funding opportunity is now open, we wanted to take this opportunity to welcome everyone not yet familiar with the program, and get an overview of NIJ's Graduate Research Fellowship, or GRF program. We will give some important updates on recent changes to the program to those who are already familiar with NIJ and GRF, and we will show you where to look, and how to get started if you'd like to apply.

My name is Greg Dutton. I'm a Program Manager of NIJ and a chemist by training. I manage programs at NIJ and forensic science R&D. I'm also part of the NIJ GRF Program Team and I'll be presenting today with my colleague, Eric Martin, who also manages GRF and other social science programs.

Many of you may not already be familiar with NIJ. Who are we? NIJ is the research and development agency of the US DOJ. Our mission is to bring science to issues of crime and justice for the benefit of the nation. I encourage you to visit our website, [nij.gov](http://nij.gov), to see the range of work that NIJ does. We're primarily a science funding agency that funds external research, but we happen to have a specific mission space of crime and justice. An important part of supporting any research community is developing the scientific work towards the future. NIJ has long supported the Graduate Research Fellowship Program. In fact, it's one of NIJ's longest-running programs.

The goal of the GRF Program is to increase the pool of researchers who work on problems relevant to our mission. We do this by supporting PhD students whose research is relevant to crime and justice. For the past six years, the program has had two parallel program tracks: GRF SBS, (Social and Behavioral Sciences), and GRF STEM. As we'll discuss later: This year, we're removing those program distinctions and returning to a single comprehensive program. I encourage you to visit the program webpage at [nij.gov/grf](http://nij.gov/grf) for more information.

The program has a relatively simple eligibility requirement. The student needs to be currently enrolled in a PhD program in a science or engineering field. Really about the only thing that wouldn't qualify is Arts and Humanities. And the dissertation topic proposed must have demonstrated relevance to crime or criminal justice. That could take a lot of manifestations. The

student can be at any stage in their graduate career when they apply as long as they're currently enrolled in the program at the time of application. But the fellowship funding is meant to support the student during the research, writing, and defense phases. The university must be an accredited institution of the US or its territories, and [the university] is the official applicant and applies on behalf of the student. So the student and the university need to work together to assemble and submit an application.

The fellowship provides up to \$50,000 per year for up to three years of funding with some simple budget allowances. It includes \$35,000 a year for student salary and fringe [expenses]. Up to \$12,000 annually for costs of education allowance, tuition, fees, and university expenses. And up to \$3,000 annually for research expenses. The intent is to support the student, to allow them to devote their full efforts to completing their dissertation. We try to make our fellowship terms competitive with other federal funders. We'll talk more later about specific allowable cost items under these budget allowances.

These are one-time awards that cannot be supplemented with additional funds. So the total amount of support that you anticipate needing must be requested up front when you apply. If you're certain that you'll finish in 18 months, you might want to request just 18 months of funding. But if you're not sure, then you might want to request the full three years. There's no competitive advantage to lowballing.

There are a few annual requirements to stay in good standing. Annual progress reports, where you report the progress of your project, publications and presentations, verification of a continued enrollment. And lastly, a letter from your Committee Chair confirming that you're making adequate progress on your degree. A final deliverable is a copy of your defended thesis. We encourage, but we don't require, public archiving online at NCJRS [National Criminal Justice Reference Service].

I mentioned this year we're merging the previously separate GRF-SBS and STEM Program. I wanted to step back to take a look at the recent history of the program, to explain why we're doing this. In the early 2010s, NIJ realized that the GRF Program was not being well-used by students in the physical and life sciences, and the engineering field. So in 2014, a separate GRF-STEM Program was initiated with increased outreach and funding to attract students in the hard sciences. You can see that the effort has been largely successful, and GRF fellows from STEM fields now represent a sizable and stable proportion of the portfolio. Since that effort has been successful, we're now merging the two programs back together, and will continue to solicit and fund GRF fellows from across the sciences.

Altogether, the program has funded over 150 fellows from over 60 unique institutions since 2012. The split in the degree program classification has been fairly equitable. And I should say that a portion of the social sciences there actually is biological and physical anthropology. That might be considered a hard science, too.

We'd like to give you some examples of recent fellows to give you a sense of the diversity and topics that we've funded. I will now turn it over to my colleague, Eric, to give some recent examples of GRF fellows.

ERIC MARTIN: Thanks, Greg. Here are two fellows from the previous GRF-SBS programs, the program in the Social and Behavioral Sciences. These were both FY '17 applicants.

First, we have Mawia Khogali, from John Jay. She studied police-citizen interactions and how the law enforcement officers' interpretations of the events and the citizens' interpretations of event may have differed, and what factors led to that diversion. And then we have Elizabeth Webster, also a 2017 fellow, from Rutgers University in Newark. She studied wrongful convictions but from a different angle than common wrongful convictions literature. She looked at the role of prosecutors and particularly conviction integrity units in developing a pathway to exoneration. Going to 2018, we have Brian Klein, a fellow from Michigan State University. He was looking at school shootings, and particularly life events, in the trajectory of offending of the school shooter. And then we have Ieke De Vries from Northeastern University, and she was looking at the role of online sex websites in sex trafficking at massage parlors. Now these are just four fellows from a number of very exceptional applicants, and I picked them just to give you some of the diversity of topics that we've funded in the past in the GRF-SBS program. Now I'm going to turn it back to my colleague, Greg. He's going to introduce some past STEM awardees.

GREGORY DUTTON: Thanks, Eric. I wanted to give a few examples of GRF fellows in my subject areas. I want to emphasize again that these are just a few select examples. There are many other degree fields represented. Just browse past fellows at [nij.gov/grf](http://nij.gov/grf) to see all of them.

Here we have Caitlin Vogelsberg, who was a 2017 fellow from Michigan State in the Biological Anthropology PhD Program. Her thesis dealt with identifying human remains found in border regions. And she is now working as a post-doc at the Pima County Arizona Medical Examiner's Office, so it sounds like an extension of her previous work. Shady El Damaty is a 2016 fellow in the Neuroscience PhD Program at Georgetown. His work deals with cognition and behavior that applied to violence in adolescents. And he is still working towards his PhD. A couple more: Christy Mancuso is a 2014 fellow from the University of Utah in the Chemistry PhD program, I believe. Her thesis dealt with evaluating the potential for using stabilized analysis of human fingernails for investigative and forensic purposes. And she is now a post-doc at New Mexico.

And finally, Katherine Gettings was a 2011 fellow in genetics. Her thesis dealt with correlating ancestry and phenotype SNPs, Single Nucleotide Polymorphisms, with conventional forensic DNA markers. She's now a Staff Scientist at NIST in the Applied Genetics Group, and is becoming a leader in the field of forensic DNA. I am going to now hand it back to Eric to talk about the 2020 funding opportunity.

ERIC MARTIN: Thanks, Greg. As you can see, here is a screenshot of the solicitation that is currently live. We are hoping to fund for FY 2020, at least 20 new fellows. And as Greg said, these are going to be awarded across the sciences and the engineering [fields]. We do ask that you

clearly state your degree program, what field you're studying, right up front in the application. That'll help us determine where it should be reviewed and what experts should comment on it. But the one thing I do want to stress in this slide is you'll notice the closing date: Midnight Eastern Time, on April 15th, 2020. That's Tax Day. We didn't choose that on purpose, but it's a good day to remember. But I do encourage you to download the application package as soon as possible. There's a number of different requirements and you really need to interface with your sponsored research office at your institution early to ensure that you meet all the critical elements we're going to be talking about. This is a good experience for applying for federal funding for those of you who haven't done so before. We really don't want to see any quality applicants not be able to participate in the peer review process because they didn't have all of their application requirements submitted on time.

Just to give you a quick snapshot of the timeline we're looking at: We have some key milestones here throughout the year. The application came live on January 17th, and you have until April 15th to apply. That may seem like a lot of time, but with the amount of things that need to be gathered for the application process, it will go by quickly. We have a very tight timeline for review, especially given the number of applications we anticipate and we usually see. And those are going to be spread over multiple external peer review panels, and also will receive internal review. NIJ Science Staff will, based on the results of the external peer review, identify the best of the best applicants, so to speak, and make funding recommendations up through our leadership team at NIJ. And just so you know at NIJ, the Director, Dr. David Muhlhausen, has sole funding authority.

We make recommendations to him for funding through our leadership team, and we have the opportunity to discuss those recommendations and funding for any application at NIJ. This is not just particular to the GRF Program. Any application is subject to a number of different factors, such as competing funding priorities, new priorities from the administration or congress, the funding availability of other programs, and whatnot.

But Greg gave you an excellent history [of] of the program. GRF is NIJ's longest-standing signature program. We are very committed to supporting new scholars and doctoral research. And in my experience, we've never had an opportunity where we weren't able to fund a number of different and quality dissertations. So we're very committed to this process.

We're going to make funding decisions, or NIJ is rather, towards the middle of summer and then that starts the awarding process. The Accountants and Grant Management Staff at OJP will interface with the potential awardees Office of Sponsored Research or Grants office. Those initial offers will be made and the university has an opportunity to accept them. We wrap that up by the end of the fiscal year and then OJP — the Office of Justice Programs where NIJ sits — will make the official award announcement. This will be by September 30th. We find it best just to give the last possible date, because that's usually what it always ends up being. In the past, we've tried to shoot for accelerated or expedited award announcements, and we don't want to promise what we can't deliver. So, we are confident and we are sure that awards will be announced by September 30th. That's the easiest date to go with. Then, as we will state to you later in the presentation, we ask that applicants put January 1st, 2021 [as a] start date for their award.



You may wonder why January 1st when we're going to know by the end of September: That's to allow all the necessary paperwork to clear. Budgets have to be approved, there may be human subject issues, and whatnot. We find [January 1st to be] very nice and clean, and this is for all our awards at NIJ, not just GRF. We have them start right at the first of the year following the award.

Just to highlight some recent changes to the GRF program: As we said before, we're no longer having solicitation in the Social Behavioral Sciences and a separate one in science, technology, engineering, and mathematics. This will make it much easier for applicants. You do not have to choose which one you belong to. There are inevitably always some applicants that fall in the gray area, where they may belong to a physical science program but they're studying a social behavioral topic, or vice versa. And then also inevitably, there are always applicants that accidentally submit to the wrong solicitation. So in the past, we'd have to physically move the application, which is a process for us, and would threaten to delay the review. This is going to be much easier.

The fellowship terms are exactly the same now for the Social Behavioral Science Program and the STEM Program. We started that process last year because we anticipated the change. We wanted to merge back into one program. It really isn't much of a difference from last year to this year. We anticipate \$3,000,000 being made available for funding and we hope to fund at least 20 fellows.

Now, as I said, we have standard critical elements across the program now. It used to be there were slight differences in the SBS and STEM critical elements. These are standardized now. And there are six that you need to worry about. Now before I introduce the six, these are elements that we call internally basic minimum requirements. Each application has to have these six things in order to advance to external peer review. If they do not have these things included in their applications, they cannot advance. And inevitably, there's always some applicants who fail to meet these requirements. In order to ensure the integrity of the process and to be fair across all applicants, we really don't make exceptions to this rule. There is guidance at the top cover page of your solicitation package that talks about if you're having a technical submission issue. And there's a protocol to follow at that time. This is separate.

Once the application is submitted, by the application deadline, it needs to contain all six of these items:

1. The Program Narrative. That is your proposal in a nutshell. The meat, I should say, of the proposal. This is what you're attempting to do, and there's also detailed information about what a Program Narrative is going to contain in the solicitation.
2. Your Budget Detail Worksheet. In the past, we used to have a worksheet and a Budget Detail Narrative. OJP took the steps to make it easier for applicants across OJP. These items are now merged. You'll have a worksheet and then you'll have space to enter context to describe the allocated items in your budget.

3. Verification of Current Enrollment.
4. Undergraduate and graduate transcripts. These do not have to be official transcripts, but you should be able to get unofficial transcripts, usually electronically, from your institution.
5. Statement of Support from Committee Chair. There is detailed information on critical elements five and six throughout the solicitation. This is usually a point of confusion, or a point where some applicants have not met basic minimum requirements in the past. If you have an accepted proposal, if you've advanced the candidacy at the time of application, we need to see a statement of support from the Committee Chair. We do allow applicants who are pursuing candidacy, who have not defended their prospectus, to apply. Those milestones have to be met by the time the award is made, but we encourage applicants to apply who are still pursuing that. If you don't have a Committee Chair designated, we have a list of acceptable personnel that can submit a statement of support on your behalf. That could be your Faculty Advisor. That could be the Department Head. That could be the Director of Graduate Studies at your department or somebody who fills in that role. But regardless, we need to see a statement of support from that person you designate as either the Chair, or the person who's filling the role of the Chair if you do not have one.
6. Then we need CVs or resumes from key personnel. For the GRF Program key personnel are the student and the Chair, or the person that is stepping in to fill the Chair role at the time of the application. With that, I'm going to pass it back to Greg.

GREGORY DUTTON: Thanks, Eric. We've made some specific changes to the Programmatic Budget Allowances this year. So, we want to go over the specific allowable cost under each of those categories. Because the award amounts are relatively small, we need to make sure that the budgets make the best use of funds to support the student and the research. We have some very specific allowed costs. The first budget allowance is salary and fringe. We can only support the student fellow, no one else, and can include fringe or separate health insurance. We recommend that the full amount of \$35,000 a year [be] requested.

The second budget allowance is for cost of education. This can include tuition fees and university administrative costs, at the discretion of the university. [REDACTED]. Up to \$12,000 per year is permitted.

The third budget allowance is for up to \$3,000 per year in research expenses. These are cost items that directly support the student's research or scholarly professional activity. This is a unique allowance that other fellowship programs may not provide. It can give you the opportunity to purchase or acquire samples that you otherwise wouldn't have access to, or travel to collect data, or present your work at conferences. Other allowable costs may be permitted if they support the government's program.

So, if you are contemplating applying, or just want to learn more, these are the first steps that you would take:

1. Review the solicitation itself. That's the official document with all the specific requirements. We're giving you the links to that if you don't have it already, to verify that you're eligible.
2. Next, contact your university Grants Office or Office of Sponsored Programs, or Office of Sponsored Research, to let them know that you intend to apply and to ask for their help in submitting a proposal. Your university will have an office whose job is to help university people apply for external research funding. You should get in touch with them as soon as you can. They're the ones who will submit the actual application, and they'll help you put everything together.
3. Next, start putting together all the elements of the application. The biggest piece is the Program Narrative. That's the heart of the proposal, so you need to start thinking about that and start writing as soon as possible. Secondly, ask for the letter of support from your Chair or Advisor early. They won't be able to submit that themselves. The university will need to submit that as part of the proposal package, so make sure that they know about this early so they can get it to the university. And lastly, get your enrollment verification and transcripts together, both graduates and undergraduate transcripts. They don't need to be official transcripts.

As Eric mentioned, there are six critical elements and I won't go over those again, but I want to remind you that those six elements are required parts of the application package. So work with your university OSP [Office of Sponsored Programs] to get all of these together by the deadline date of April 15th.

Two other application elements that are important, but are not required at the time of application, are:

1. Dissertation topic approval. Eric talked about this a little bit. It's not required at the time of application.
2. Also, IRB approval for human subjects research is not required at the time of application. If you do have these when you apply, that's great, but they're not required then. But if you do get a fellowship, you must complete these before fellowship funds would become available.

Let's say you've assembled and submitted an application. What happens next? The very first thing we do after all applications are received is an internal NIJ review for eligibility and for the critical elements. All proposals that meet these basic minimum requirements will move to external peer review. Any application that is missing any critical element will be rejected without further review. We hate to see this happen, so work with your OSP to make sure that they have everything that they need.

We convene panels of external reviewers to review the proposals. These are academic faculty with experience mentoring grad students just like you. Your designation of your degree program on your application, and a content of your proposal in your degree field, help us assign your application to the appropriate panel of reviewers. Knowing what the panels will focus on and what they'll score your application on can help you in the development of your proposal.

These are the review criteria that are detailed in the solicitations.

So, for GRF, there are three scored review criteria:

1. First is Statement of the Problem and its Significance;
2. Then Project Design and Implementation; and
3. Finally, Capabilities and Competencies.

You can see by the pie chart that there is a nearly similar weight given to each criteria. But the biggest factor, 40%, is Project Design and Implementation, or scientific merit. So make sure that this is the strongest part of the proposal.

To facilitate reviewers' assessment of your experimental design, you should be very clear and detailed about your research hypotheses, proposed sampling methods, experiments, instrumentation, methodology, and data analysis. The solicitation gives you some more detail that can help you write your proposal [according] to these criteria. Statement of the Problem —30% weight— is important in that it encompasses the clarity of the research questions, the relevance to criminal justice, and the potential significance to the particular field of study. And lastly, Capabilities and Competencies, also 30%, is particularly the importance for a fellowship program like GRF, since it considers your preparations, your qualifications, scholarly record, and honors.

Reviewers will also consider the academic environment of your institution, your program, and your advisor. Peer review scores are the primary consideration in award decisions. So pay attention to these review criteria as you write your proposal and assemble your application.

We also want to give you some additional tips to help you put together a successful proposal. We encourage you to browse past fellows' abstracts on the [nij.gov](http://nij.gov) website, just to get a sense of how successful fellows' abstracts look. If you have preliminary results, of course, include if possible. Reviewers love to see that.

Demonstration of proof of concept: make sure that you articulate in your proposal the relevance to criminal justice. That's an eligibility requirement. So that needs to be in there. And then finally, ask other people, your friends, people in your research lab, your program, your advisor, to read and comment on your proposal. The writing needs to be yours, but obviously everyone benefits from having helpful feedback from others, so they can help you with the concept and motivation, [and] the design of the experiments. Definitely proofread for errors. We also encourage you to go to the GRF Program page and look at the frequently asked questions to see what other people are asking. That may help you as well.

If you know of any groups of students who might be interested in the program, we have a printable program flyer on the web that we encourage you to distribute. The link will be included in the slides once they're posted after the webinar. And you can go to [nij.gov](http://nij.gov) to learn about other NIJ Programs and funding. You can sign up to receive automated notices of NIJ funding opportunities like GRF so you know right away when they are posted.

Finally, these are some resources for more information about the program and this year's solicitations. We especially encourage you to look at the GRF frequently asked questions on the program page, as well as the transcript of this webinar once it's posted. For specific questions during the open solicitation period, you should contact NCJRS at the phone, email, and chat contacts that are given here. And they're also listed in the solicitation.

That concludes the presentation portion and I think we'll now turn it over to the Q&A portion to take your question.

MARY JO GIOVACCHINI: I'm going to leave this information up here so that you have the opportunity to take notes if you like. All right, first question. "Does a potentially doctorate of education qualify?"

GREGORY DUTTON: Unfortunately, it does not qualify. Only PhD programs qualify or PhD-MD programs. But it's specified that it must be a PhD program. A PhD in Education, if that's a program, that will qualify. But unfortunately, an MD doesn't.

MARY JO GIOVACCHINI: "Does the student need to be a US citizen or a permanent resident to be eligible?"

GREGORY DUTTON: The applicant is the university, and we have no requirements for the student. So, no, there is no citizenship requirement.

MARY JO GIOVACCHINI: "I noticed that the sociocultural anthropology has not been a field generally funded by the fellowship. Are qualitative ethnographic methods not seen to qualify for fellowship?"

ERIC MARTIN: We do not discriminate based on method. The eligibility requirement goes with the program field. So, yes, we encourage qualitative, as well as quantitative, research. Just make sure that the research methods are appropriate for the question being asked.

MARY JO GIOVACCHINI: "I received funding from the National Science Foundation to do my field research and would like to apply for NIJ Funding for the writing and analysis phase. Does your agency accept applicants for writing and analysis?"

GREGORY DUTTON: Yes. Students that are currently enrolled at any phase of their graduate career are eligible. We would make sure that there was no duplication in funding between federal sources. But, yes, you'd be eligible.

MARY JO GIOVACCHINI: "Under what conditions is NIH interested in dissertation topics that use data from foreign countries? What are examples from a past GRF fellow using foreign country data, particularly in social sciences?"

GREGORY DUTTON: The requirement is that the application shows relevance to crime and criminal justice in the United States. So, if it was data from a foreign country, but the research would be relevant to the United States, that would be fine. We've had a number of fellows who went to foreign countries to collect skeletal metrics data on certain foreign populations. We have funded that sort of thing in the past. There's no specific prohibition against that.

MARY JO GIOVACCHINI: Are there any penalties for completing early? That is, if I submit requesting two years of funding but finished in eighteen months, will there be any penalties?

GREGORY DUTTON: No, no penalties at all. Obviously, you need to finish on your own timeline. We can't dictate that. So, if you finish early, then the funding stops early. You go by your timeline and we will support you as long as we can.

MARY JO GIOVACCHINI: How many applications do you expect to receive?

GREGORY DUTTON: Based on past volumes, we expect about a hundred and fifty applications, most likely, total.

MARY JO GIOVACCHINI: Can you comment on the degree to which you support qualitative research in social sciences? I am looking through past awardees' dissertation topics and did not see many titles that reflected qualitative methodology and I'm wondering which degree of applicants proposing qualitative dissertations can expect their applications to be reviewed by qualitative researchers?

ERIC MARTIN: We do not have any preference for quantitative over qualitative research. And we do have external peer review panelists who are qualitative researchers. We make it a point to recruit them. The one thing I can't say regarding how many qualitative studies we funded, we don't really compare across applications. We instruct our peer reviewers and our internal reviewers ourselves, we really try to hone in on the merits of each individual applications. We're really looking for scientific careers, irrespective of qualitative or quantitative methods. Then, what is the question is being asked, and is it addressing a critical problem, and will the research make a contribution to NIH's larger portfolio?

We have funded quantitative research in the past, and we funded mixed method approaches in the past. In the snapshot of previous GRF fellows, the Michigan State University dissertation involved some qualitative methods. That was 2018. I can't really give you a percentage. We don't

identify that this number of fellowships is going to be reserved for qualitative research, but I can tell you, we do consider [it] a priority to fund mixed methods and qualitative research, depending on the questions and the merit of applications.

GREGORY DUTTON: Thanks, Eric.

MARY JO GIOVACCHINI: This question was addressed in the presentation but I'm going to ask it again. Do transcripts need to be official?

GREGORY DUTTON: No, they don't need to be official. But you do need to include graduate and undergraduate transcripts.

MARY JO GIOVACCHINI: There are two questions here regarding the committee chair. Is this a PhD dissertation committee?

GREGORY DUTTON: Yes. The committee chair is the dissertation committee chair.

MARY JO GIOVACCHINI: And then the next question is, "If we have co-chairs, do we need statements from both, or just one?"

GREGORY DUTTON: At minimum one, but if you have co-chairs you could have both. At least one.

MARY JO GIOVACCHINI: I completed my undergraduate in another country. Should I send my transcript in the original language and a translation, or just the translation?

GREGORY DUTTON: I would suggest the original and the translation if you can, that would be very helpful.

ERIC MARTIN: That's a very interesting question, by the way. One guidance we always give in these webinars is I think sometimes the applicants get hung up on the basic minimum requirements, or critical elements, just to make it to external peer review. One thing I will say is for all application elements, think of just trying to make your application as descriptive as possible. Try to anticipate any questions [from] someone who doesn't know you, or may not be familiar with your school or what research you've done already ... so that they have the complete picture of you as a scholar and the research problem you're tackling. I think that's the best advice any of us could give. So just as Greg said, try, when it comes to the transcripts, to submit as much as possible just so everybody who's reading it has a complete picture of what you studied at your undergraduate institution.

MARY JO GIOVACCHINI: Should we submit the CVs for just ourselves and our dissertation chair or the CVs for ourselves and the entire committee?

GREGORY DUTTON: Just yourself and your chair. We don't need it from the whole committee.

MARY JO GIOVACCHINI: Are there specific formatting guidelines for citations that we should follow, example, APA or MLA?

GREGORY DUTTON: We don't have a specific requirement. I would suggest that you go with what's typical for your field. Because the reviewers are going to be familiar with that. Do what's typical for your field.

MARY JO GIOVACCHINI: If requesting the full \$50,000, and only \$10,000 is needed for [the] cost of education, can the remaining \$2,000 be used for research expenses?

GREGORY DUTTON: I'm not sure I can give you a definitive answer on that now, but, if the university is willing to free up an additional \$2,000 for the student, I would say include that in the budget, and we'll see if it's allowed. We'd like as much to go towards the student and their work as possible.

MARY JO GIOVACCHINI: Including preliminary results, does this include post-docs, et cetera — just put it all into the essay?

GREGORY DUTTON: I would suggest that you think from the perspective of the reviewers. You want to give them enough information to convey up what you're trying to [achieve], but not too much. If you give them too much, it's going to distract from what's really important. Think about what is critical to what you need to convey and include that.

MARY JO GIOVACCHINI: Do we also need to write a personal statement and add it into the application?

GREGORY DUTTON: Yes, a personal statement is one of the additional attachments in the appendices that I think you'll see listed in the solicitation. It's not one of the required critical elements but it is asked for, and it does help reviewers to get the context of your application.

MARY JO GIOVACCHINI: Similar question that we had before, how many students actually apply for GRF each year?

GREGORY DUTTON: Based on past volumes, we expect about a hundred and fifty applicants.

MARY JO GIOVACCHINI: What are some common mistakes made by applicants in prior years?

GREGORY DUTTON: The one mistake that we hate to see is when some of the critical elements required documents are missing, and we have no choice but to reject the application. Some of the most common things are missing transcripts, so we need both graduate and undergraduate transcripts. If it doesn't have both, it will be rejected. Letter of support, that's another one that often doesn't get attached because the adviser doesn't realize that they need to get it [to the OSP]. They can't submit it themselves, and that they need to get it to the university office. Those



are the most common mistakes we've seen. Then there's also the enrollment verification. Make sure you got those critical elements.

ERIC MARTIN: One thing we often see for the applications that are going through peer review that met all the critical elements to advance is just lack of detail. When you know your research question intimately and the literature back and forth and you're steeped in the project you're doing, it's very easy to overlook some critical information to be able to accurately convey your research project to someone who is just meeting you, so to speak, for the first time through the application. I would suggest try to complete the application package early enough so that you are able to get a set of peer reviews yourself or your faculty or committee chair just to go through it and make sure that anybody who's reading this can logically connect what methods you're doing to answer your question, what data you're going to be using for those methods, and so on. That's probably where a lot of all the applicants fall short — just being able to really convey that message.

MARY JO GIOVACCHINI: Next question. "I'm doing a comparative case study from my dissertation and only one case study is based in the US. Would this project qualify?"

GREGORY DUTTON: If the findings of the research would be relevant to criminal justice in the United States, then I think it would be eligible. Did you want to add anything, Eric?

ERIC MARTIN: I was going to say just that. I think a way to really show that relevance is when you're talking about impact, when you're talking about your problem statement. Make sure it's a problem in the United States and that you're using this comparison from abroad to highlight issues that are unique to the United States criminal justice system.

MARY JO GIOVACCHINI: Is it okay to apply for less than one-year funding if the dissertation defense is anticipated for spring or summer 2021?

ERIC MARTIN: That's fine, you certainly could apply.

MARY JO GIOVACCHINI: Are there program officers that we can speak with to discuss our research questions to understand if it is in line with the NIH's funding priorities?

GREGORY DUTTON: During the open solicitation period, NIH program managers are not permitted to speak directly to potential applicants, which is why we give the links to NCJRS for you to send your questions. You can send any questions to them. I would also say that especially for the GRF Program, specific NIH funding priorities of the moment don't really come into play. So we set kind of a reasonable bar for entry, show that what you're doing is relevant to criminal justice, and then we really go by the results of peer review, and we're not picking and choosing based on funding priorities.

ERIC MARTIN: In the solicitation we put a number of resources for you to familiarize yourself with what we are currently doing. And we try to tailor them for applicants in the STEM fields, and then

applicants in the social and behavioral sciences. I know for the SBS applicants, we highlighted our strategic research plans. We have a number of those for topic area, and then we also have topical NIJ webpages. So I think it's a good idea to just peruse those resources that we gave you, just to be conversant on the research NIJ is funding and what we're doing.

MARY JO GIOVACCHINI: "I'm currently a master's student but I am in the process of transferring to the PhD program by the end of the semester. Would this affect my eligibility?"

GREGORY DUTTON: I think we've had this type of case before in the past. So if you're in a master's program and you're transferring to the PhD program in the same university, we could consider that, but we would need a statement from your program to that effect.

MARY JO GIOVACCHINI: "For schools that use three-paper dissertation formats, are meta-analyses acceptable as part of our larger proposal?"

ERIC MARTIN: We have accepted applicants from institutions that use the three-paper format. We consider that just like any different method to study the issue at hand that you're considering. One thing I would say for those applicants coming from institutions with that format, just make sure you very clearly discuss how your entire body of research is going to address that problem that you outline in the problem statement. I'm not saying it's an extra challenge for you, but I think sometimes in the past that can be lost because you are having different research projects.

MARY JO GIOVACCHINI: We have quite a few questions left to answer. We are going to try to address as many of those questions and we will stay on for a little longer. If for some reason your question does not get answered today, please submit it to the National Criminal Justice Reference Service. You can email them at [grants@NCJRS.gov](mailto:grants@NCJRS.gov) and you can also web-chat them. That web chat URL is <https://webcontact.ncjrs.gov/ncjchat/chat.jsp>. NCJRS will work with the NIJ staff here and get an answer to you.

"How much do the reviewers consider the strategic objectives that the institute puts out?"

ERIC MARTIN: The reviewers don't have specific instructions to directly match applications to NIJ's strategic priorities, but that would come as a factor under Statement of the Problem and its significance. But there's no specific matching.

MARY JO GIOVACCHINI: "Is the salary portion of the budget to pay for the student's work as a graduate assistant, or is it to pay the student's living expenses so that they don't have to work? In that case, are they allowed to work and be paid, in addition to this salary?"

ERIC MARTIN: There's no prohibition on outside work if you have the fellowship. The intention of the fellowship is to try to adequately support the students so that they can put full attention to the research. But if you do have some outside work, that's not prohibited, but it would be a good idea to let us know about that.

MARY JO GIOVACCHINI: "Would topics pertaining to juvenile justice population and special education be considered?"

GREGORY DUTTON: Juvenile justice would be. Special education, I'm not certain, I don't think so. Juvenile justice, yes.

ERIC MARTIN: There's no prohibition against special education, but you have to tie it to the criminal justice problems that you identify. In the past, we had applicants propose to research disciplinary policies of the school and, making that connection [with] the school-to-prison pipeline, that kind of thing. We ... consider that under the larger body of juvenile justice research. So, again, just make sure that any aspect of education that you're looking at is related to the criminal justice problem you identify.

MARY JO GIOVACCHINI: "Does working with NIST, although not funded, or other government agencies, interfere with this funding opportunity?"

ERIC MARTIN: No, it doesn't. Any other federal funding you would need to disclose to us so that we could make sure that there's no duplication in what that's funding, but no, there's no problem with that.

MARY JO GIOVACCHINI: "To clarify: doctorate programs are not eligible, only PhDs, correct?"

GREGORY DUTTON: So, PhDs only, yes. PhD MD programs are eligible, but it has to be a PhD program.

MARY JO GIOVACCHINI: "Is it still encouraged to apply when the dissertation is using secondary data as long as it is made in the US, and related to criminal justice?"

ERIC MARTIN: Yes. It has to be related to [a] United States Criminal Justice problem. We don't really have a prohibition on different data sets, methods, secondary data analysis, primary data collection as long as it's related to that overall criminal justice problem. You have to document that they're appropriate as you all know, possibly highlight if they're innovative. We're looking at this problem from a different lens, so to speak. But make sure at the end of the day, and it's a theme throughout the body of questions: Make sure you can make that case that this advances knowledge on [a] critical criminal justice issue in the US.

[Time stamp: 1:00:46]

MARY JO GIOVACCHINI: "If the current salary for students is lower than \$35,000 given to the university, would the students get the full amount?"

GREGORY DUTTON: So the students' support is paid as a salary through the university. The university is the applicant. The student is being paid through the university. Some universities have specific policies and limits to student salary. This is up to the university. We encourage that

the university, if possible, give the full \$35,000 to the student. But if the university has a policy that says otherwise, then that's up to them to request the student salary amount.

MARY JO GIOVACCHINI: "In the program narrative, should I mention that the research was initially proposed to NIJ and not the GRF?"

GREGORY DUTTON: If the research project was initially proposed under another NIJ program, you could certainly mention that. That would be helpful but not required.

MARY JO GIOVACCHINI: "For students of co-chairs of their committees, are multiple letters of support required, and how do PI and co-PI roles work?"

ERIC MARTIN: If you have co-chairs, we need at least one letter. If you want to give two, that would be fine. We encourage the student to be identified as the PI because they're the primary researcher here. Some universities don't allow that, so then we suggest the committee chair or adviser be named as PI and the student be named as co-PI, or just graduate researcher.

MARY JO GIOVACCHINI: "How many publications are necessary? How much weight is placed on previous publications?"

ERIC MARTIN: So this varies by field. In some fields, it's very common for students, at an early stage, to start getting published and be part of publications. In other fields, it's not. So there is no requirement and I think it depends on the field. The reviewers will be from those fields, and they'll have a good sense of whether a student has a reasonable scholarly output or not for their field.

MARY JO GIOVACCHINI: "Aside from adviser's letters of support, can we add additional support letters, such as letters from institutions where the project would take place?"

GREGORY DUTTON: If it's necessary to show the involvement of another institution or a third party that's really critical for making the project happen, then yes. Otherwise, no, it's not necessary.

ERIC MARTIN: One thing I do want to add to that: We often see, and this is applicable to GRF and then other NIJ projects that we fund, if you are relying on a separate institution for access to data such as a police department or a service provider, to the extent possible, I would try, before application, to get as robust a letter of support or even [have] an MOU in hand at the time of application. It is not required, as Greg said. I don't want to confuse anyone: This is not a requirement. But it is definitely seen as a value to have some kind of statement from a participating institution that they are willing to support your research and are willing to work with your academic institution to see that your research is conducted. This comes up quite a bit in our discussions not only of GRF but of, you know, all of the NIJ programs that I'm a part of. Thank you.

MARY JO GIOVACCHINI: "Will there be a balance between awards given to SBS versus STEM field, even though SBS applications seem to be more prominent?"

GREGORY DUTTON: We do strive for balance, and we think with the volume of applications that we've had, we will get that balance. I noted that [projects] that were labeled as social and behavioral sciences would probably fall under forensic science and physical sciences. So, we had a pretty good split on the volume of applications last year and we anticipate that again.

MARY JO GIOVACCHINI: "I hope to begin data collection this summer. Am I able to include the costs of my interviews and travel in my budget overview?"

GREGORY DUTTON: You would not be able to include costs for work before the project started, no.

MARY JO GIOVACCHINI: "The appendix section of the solicitation asks for a list of any previous and current NIH awards to the applicant and investigator. Does the investigator mean the committee chair and research adviser?"

ERIC MARTIN: Yes. I would say anyone attached as PI or co-PI would fall under that.

MARY JO GIOVACCHINI: "Is feedback provided after the evaluation process for both accepted and not accepted proposals?"

GREGORY DUTTON: Yes. Unsuccessful applicants get their peer review comments back right away, typically in October. Successful applicants, we try to get the comments back to them because it can be helpful feedback as well. That might take a little longer.

MARY JO GIOVACCHINI: "Is there a page limit for the program narrative?"

GREGORY DUTTON: I think the page limit we give this year is 15 pages. Is that correct?

ERIC MARTIN: That's correct, Greg. One thing I would say is you can include tables and charts in the appendices if you choose. There's no real preference [for] in-text or [in the appendices], but the page limit is 15 pages, and the external peer review panels are instructed that they do not have to review anything over 15 pages. But any appendices do not count towards that page limit. As you see in the solicitation, there's a list of recommended and required appendices, and they'll say not included in the 15 pages. The 15 pages is the text of your proposal narrative.

MARY JO GIOVACCHINI: "If you spent time at multiple undergraduate universities, do you need transcripts from everywhere that you attended?"

GREGORY DUTTON: I think reviewers would like to see all of your undergraduate background. I think you should just try to make sure that all your undergraduate work is accounted for in the transcripts. Now, it could be that the final institution where you ended up reflects on its transcript, your previous credits at the others, so that may be sufficient.

MARY JO GIOVACCHINI: “Do you need transcripts from community college courses if a degree was not received?”

GREGORY DUTTON: Again, you should just try to account for all of your background. If those were credits that were accepted by a university later for your undergraduate degree, these might already be reflected on the final transcript from the other institution. You might not need to include the community college transcript.

MARY JO GIOVACCHINI: “Are non-profit university students allowed to participate?”

GREGORY DUTTON: Non-profit university students? I’m not sure exactly what that’s getting at, but the university just needs to be a Department of Education-accredited university in the US or its territories.

MARY JO GIOVACCHINI: We’re going to spend another five minutes answering as many of the remaining questions as possible.

“If there is a project that is similar to a previously funded project, would this be acceptable?”

GREGORY DUTTON: It certainly could be, but it would be reviewed on its own merit.

MARY JO GIOVACCHINI: “How much weight is given to undergraduate grades when reviewing applications?”

GREGORY DUTTON: I don’t know that I could say. Imagine the perspective of the reviewer. So they’re going to want to look at the background of the student in general. Undergraduate grades would be one piece of that, but I don’t think it would be overwhelmingly significant, especially if you show graduate grades that may be better.

MARY JO GIOVACCHINI: “I’m looking to conduct research in a school setting. Are letters of support for specific schools, school districts, et cetera, required as part of the application?”

GREGORY DUTTON: It’s not required, but in that case, if coordination with those schools is really critical for this research, then it might be helpful to the reviewers to see that.

MARY JO GIOVACCHINI: “To clarify, if an applicant applied during this cycle and was funded, would it be required that their dissertation proposal be passed by January 1, 2021?”

GREGORY DUTTON: No. Definitely not required. So you can apply now. The earliest that the fellowship could start is January 1st, 2021. It doesn’t have to start then. It can start later. And if you haven’t defended your dissertation topic, and if you haven’t done it by January 1st, then the fellowship would just wait on hold until you did get your topic approved, and then the funding could start. But no, you don’t have to have it approved by that date. That’s the earliest that the

fellowship could start. We can't dictate a timeline on your graduate work, so we try to work with you in your own timeline.

MARY JO GIOVACCHINI: "Funding acceptances from the National Science Foundation, GRFP, and the Ford Fellowship are released in March-April. If accepted from multiple graduate fellowships, can only one be received? How does it work when NIJ Fellowship is announced much later than the others?"

GREGORY DUTTON: It's unfortunate with the timeline of our funding opportunities that we have to be out of sync with the other fellowship programs. You cannot receive duplication in funding. You couldn't take an NSF, GRFP, and an NIJ GRF at the same time. You are required to disclose if you've already received another fellowship or if you've applied to another fellowship program. Even if you haven't got an answer yet from the other fellowship program, you do need to let us know that you've applied, so that if we do award you a fellowship, we can work that out with the other federal funding agencies.

MARY JO GIOVACCHINI: "Can the dissertation proposal timeline be reviewed again?"

ERIC MARTIN: The application package is due on April 15<sup>th</sup>. Once all the applications come in, NIJ staff review for critical elements and responsiveness, and then the external peer review panels are paneled, applications are sent there, we discuss the results of the external peer review panel with those panelists, and then of the high-quality applications, we discuss them internally and make funding recommendations. Those recommendations will be decided upon by the NIJ Director, usually around early July, and then that starts the Office of Justice Programs funding process that NIJ reports to. The staff within the grant-making offices there will interface with the successful university applicants, and they will have an opportunity to accept awards that are offered. Once that happens, all awards will be made public by September 30<sup>th</sup> of this year.

GREGORY DUTTON: These are the firm dates that we have. Yes, all awards will be announced by September 30<sup>th</sup>. If you don't hear that you've been offered a fellowship by September 30<sup>th</sup>, get in touch with your university. The notice will go to your university, so first, get in touch in them. And letters for non-awarded applicants are typically sent out about a week after September 30<sup>th</sup>. But if you're not hearing, get in touch with your university to check if they've had a notice.

ERIC MARTIN: That's a good point, Greg.

MARY JO GIOVACCHINI: "To clarify the question about salary: Is the student paid for not doing anything but working on their dissertation, or does the department use this money to pay the student to teach?"

GREGORY DUTTON: The same salary is for them to work on their dissertation research and writing. It's for the student doing the research. It doesn't go to the department. They're not expected to teach. This is so that you can put all of your effort into your dissertation research.

MARY JO GIOVACCHINI: If you feel that your question hasn't been addressed and you would like a specific answer to it, please submit it to NCJRS, again, that is NCJRS, the National Criminal Justice Reference Service, and you can email them at [grants@ncjrs.gov](mailto:grants@ncjrs.gov).

GREGORY DUTTON: So that concludes the webinar. Thank you, everyone.

ERIC MARTIN: Thank you.



# NIJ Graduate Research Fellowship (GRF) 2020 Program Overview

February 4, 2020 | 1:00 PM EST

**The webinar will begin shortly**



STRENGTHEN SCIENCE. ADVANCE JUSTICE.



**NIJ**

# NIJ Graduate Research Fellowship (GRF) 2020 Program Overview

Solicitation:	NIJ-2020-17332
Posting Date:	Jan. 17, 2020
Closing Date:	Apr. 15, 2020 11:59 PM EDT

## Today's Presenters:

Gregory Dutton, Office of Investigative and Forensic Sciences, National Institute of Justice

Eric D. Martin, Office of Research, Evaluation, and Technology, National Institute of Justice

Joe Heaps, Senior Physical Scientist

# Webinar Topics

1. GRF Program Overview
2. Recent Changes
3. How to Apply

# National Institute of Justice (NIJ)

## Who we are:

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

## Our mission:

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

# NIJ's Graduate Research Fellowship (GRF)

## Program Goal:

- Support the development of new researchers addressing the challenges of crime and justice in the U.S.

## Previously two program tracks:

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

# Eligibility

## **Student:**

- Enrolled full-time in a PhD program in the sciences or engineering
- Dissertation topic is relevant to crime or criminal justice in the U.S.

## **University:**

- Accredited institution in the U.S. or its territories

**The university applies on behalf of the student**

# Fellowship Terms

Up to **\$50,000/year** for up to **3 years**:

- **\$35,000** annual student salary
- **\$12,000** annual cost of education allowance
- **\$3,000** annually for research expenses



# Fellowship Terms

These are one time awards:

- Total amount needed **must be requested up front**

Annual requirements:

- Progress report
- Verification of enrollment
- Committee chair statement of progress

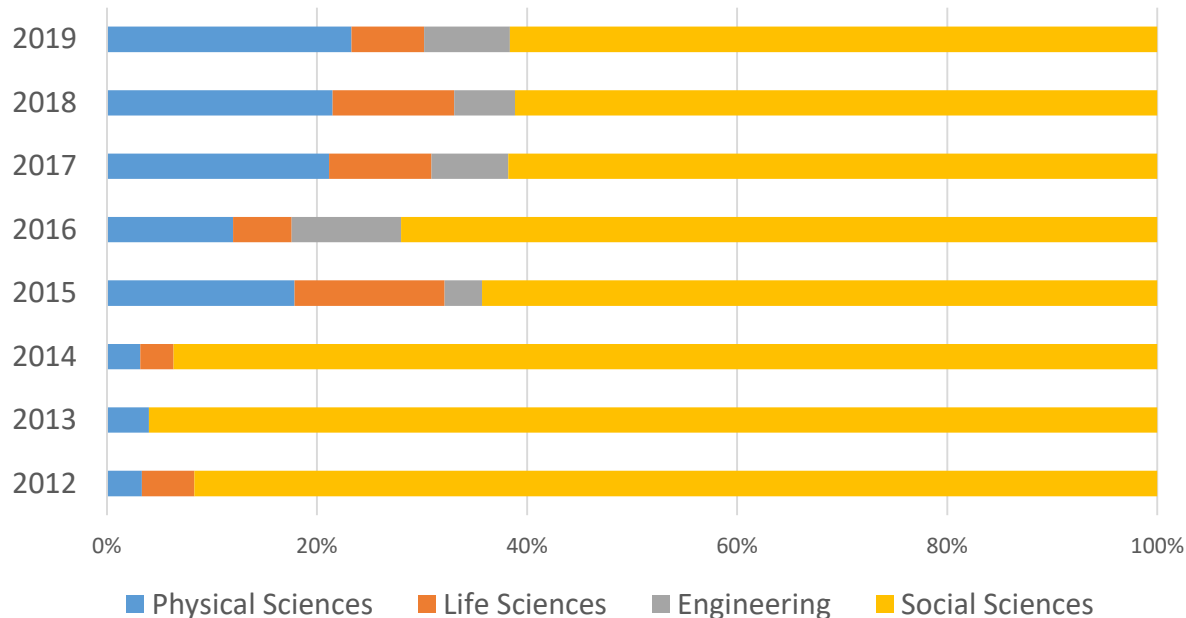
Final Deliverable:

- Defended dissertation



# Recent Program History

GRF Applications by Degree Fields



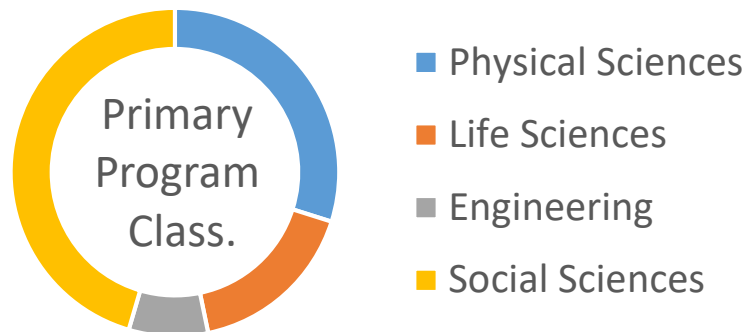
## GRF-STEM

program initiated in 2014 to increase participation of students from physical and life sciences and engineering.

# Recent Program History

There have been  
over  
**150 fellows**  
from over  
**60 institutions**  
since 2012

GRF Fellows 2012 - 2019



# Examples of Recent Fellows

**Mawia  
Khogali**

2017 Fellow

John Jay



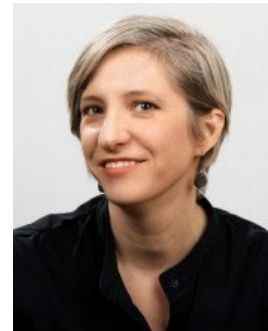
Dissertation project:

*Officers' and Community Members'  
Evaluations of Police-Civilian  
Interactions*

**Elizabeth  
Webster**

2017 Fellow

Rutgers  
University-  
Newark



Dissertation project:

*Post Conviction Mentality: Prosecutorial  
Assistance as a Pathway to Exoneration*

# Examples of Recent Fellows

**Brian Klein**

2018 Fellow

Michigan State  
University



Dissertation project:

*Pathways to School Shootings: An  
Integrated Developmental and Life  
Course Criminological Approach*

**Ieke De  
Vries**

2018 Fellow

Northeastern  
University



Dissertation project:

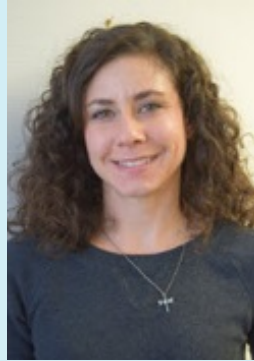
*Crime in Public Space and Online  
Domains: Commercial Sex and Sex  
Trafficking in Massage Businesses*

# Examples of Recent Fellows

**Caitlin  
Vogelsberg**

2017 Fellow

Michigan  
State  
University



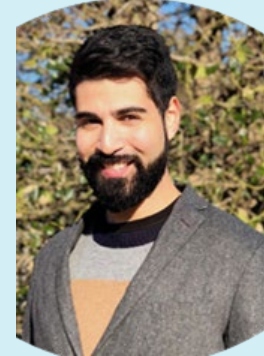
Dissertation project: “Increasing identifications of deceased border crossers: investigating spatial and skeletal attributes of migrant deaths”

Currently: Postdoc at Pima County Office of the Medical Examiner

**Shady  
El Damaty**

2016 Fellow

Georgetown  
University



Dissertation project: “Pattern Classification of Neurocognitive and Socio-Emotional Developmental Factors Underlying Violent Outcomes in Adolescents”

Currently: pursuing PhD

# Examples of Recent Fellows

**Christy  
Mancuso,  
PhD**

2014 Fellow

University of  
Utah



Dissertation project: “Fingernails as  
Recorders of Region-of-Origin and Travel  
History”

Currently: Postdoc at the  
University of New Mexico

**Katherine  
Gettings, PhD**

2011 Fellow

George  
Washington  
University



Dissertation project: “Ancestry/Phenotype  
SNP Analysis & Integration with Established  
Forensic Markers”

Currently: Staff Scientist at NIST

# GRF Solicitation

Annual  
funding  
opportunity  
**OPEN  
NOW**

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

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



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## **Graduate Research Fellowship, Fiscal Year 2020**

### **FY 2020 Competitive Research Grant Solicitation**

**CFDA No. 16.560**

**Grants.gov Solicitation Number:** NIJ-2020-17332

**Solicitation Release Date:** January 17, 2020

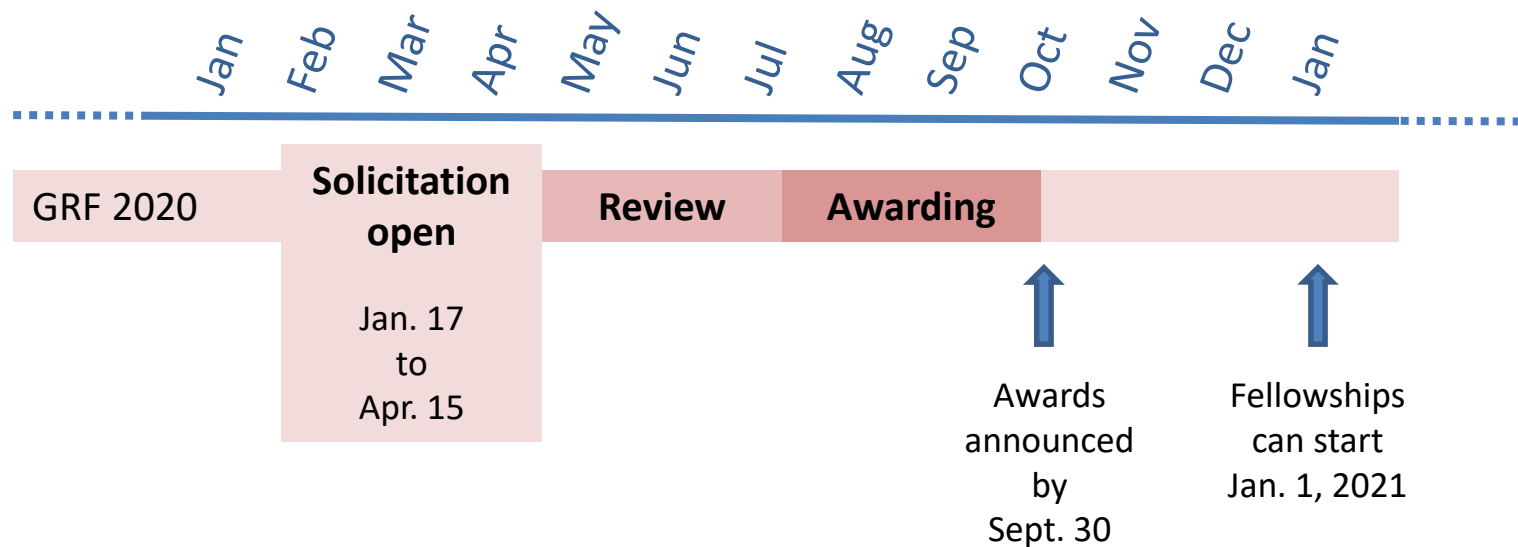
**Application Deadline:** 11:59 p.m. eastern time on April 15, 2020

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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 that is relevant to preventing and controlling crime, and ensuring the fair and impartial administration of criminal justice in the United States. This program furthers the Department's mission by increasing the pool of researchers who are engaged in providing science-based solutions to problems relevant to criminal and juvenile justice policy and practice in the United States. This integrates into a single solicitation for two previously separate fellowship solicitations in Science, Technology, Engineering, and Mathematics (STEM) and Social and Behavior Sciences (SBS).

At least  
**20 new  
fellows**  
expected  
in 2020

# Program Timeline





# Recent Changes to GRF

## **GRF-SBS and GRF-STEM have been merged**

- No need for applicant to select which program
- Application requirements (eligibility, documents) standardized
- Fellowship terms now equivalent

## **Total available funding is unchanged**

- \$3M anticipated; at least 20 new fellows

# Critical Application Elements

## **Six Critical Elements:**

1. Program Narrative
2. Budget Detail Worksheet
3. Verification of Current Enrollment
4. Undergraduate and Graduate Transcripts
5. Statement of Support from Committee Chair
6. CVs or Resumes of Key Personnel
  - a. Key Personnel are Student and Chair

# Programmatic Budget Categories

## 1. **Salary and Fringe Benefits (\$35,000/yr.)**

- Student salary
- Fringe benefits
- Health insurance

NIJ recommends that the full \$35k should be requested

# Programmatic Budget Categories

## 2. **Cost of Education Allowance (up to \$12,000/yr.)**

- Tuition
- Student fees
- University administrative or indirect costs

# Programmatic Budget Categories

## 3. Research Expenses (up to \$3,000/yr.)

- Research supplies
- Instrument time
- Human subjects compensation
- Data collection site travel
- Conference travel
- Professional society membership fees
- Other reasonable, allowable costs

# Start the Application Process

- 1. Review the solicitation for eligibility**
- 2. Contact your university grants office (e.g., Office of Sponsored Programs (OSP))**
- 3. Start assembling application materials**
  - a. Write the program narrative
  - b. Ask for letter of support
  - c. Obtain enrollment verification and transcripts

# Application Checklist

## **Six Critical Elements:**

1. Program Narrative
2. Budget Detail Worksheet
3. Verification of Current Enrollment
4. Undergraduate and Graduate Transcripts
5. Statement of Support from Committee Chair
6. CVs or Resumes of Key Personnel



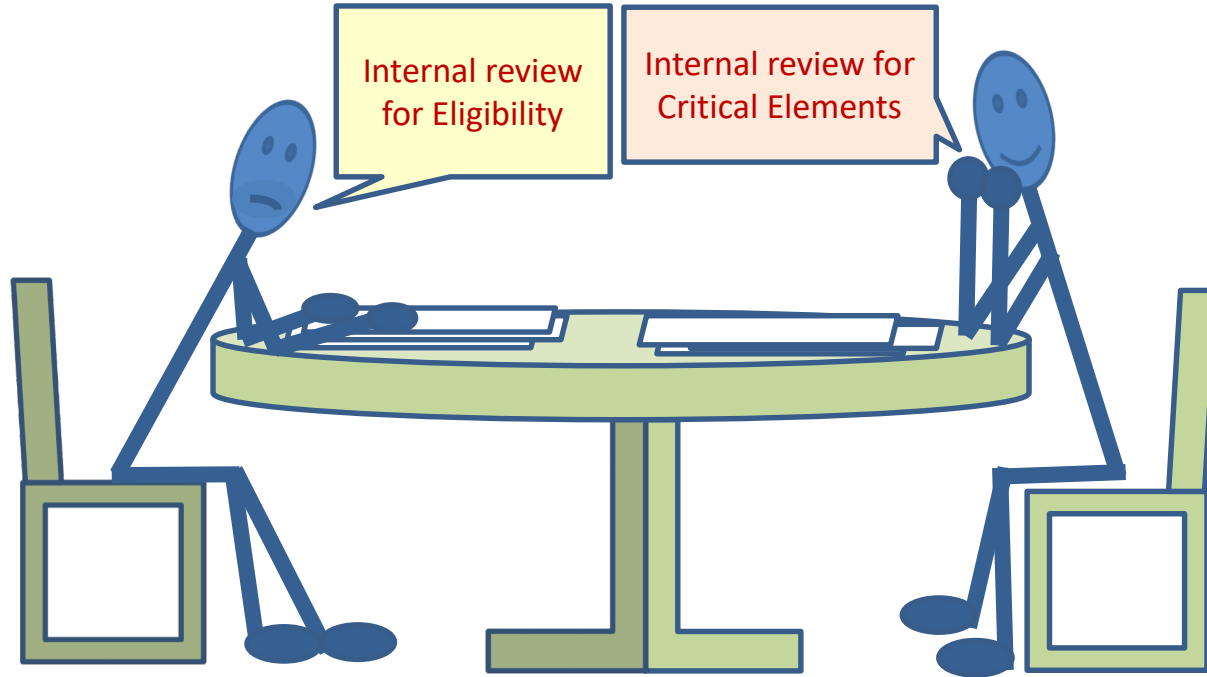
# Other Application Elements

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

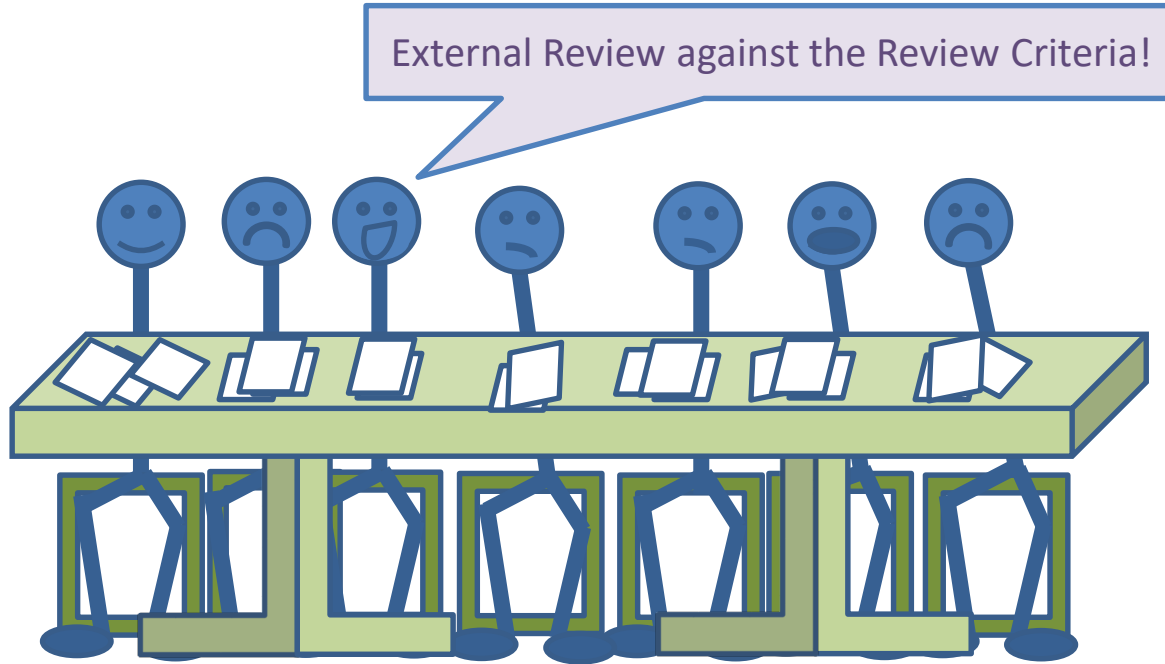
**BUT— fellowship funds will become available only after these are completed and received by NIJ**



# Application Review – Initial Review



# Application Review – Peer Review



# What are the Review Criteria?



# Helpful Tips

1. Browse past fellows' abstracts
2. Include preliminary results, if possible
3. Be sure to articulate the relevance to criminal justice
4. Ask others (peers and advisors) to read and comment:
  - Concept
  - Experimental design
  - Proofread for errors
5. **Visit the GRF program FAQs at [nij.gov/GRF](https://www.nij.gov/GRF)**

# Spread the News to potential applicants

Printable program flyer for interested audiences

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



## NATIONAL INSTITUTE OF JUSTICE GRADUATE FELLOWSHIP



Apply for NIJ's Graduate Research Fellowship (GRF). By supporting outstanding graduate research, NIJ is expanding the pool of young investigators whose work has the potential to affect issues of crime and the fair and impartial administration of criminal justice in the United States.

**Eligibility**

Students must (1) be enrolled full time in a Ph.D. program in a science or engineering field and (2) propose dissertation research relevant to improving criminal justice practice or policy in the United States.

Applications are submitted by the university, which must be an accredited academic institution in the United States or its territories.

**Benefits**

- \$35,000 annual student salary
- \$12,000 annually for tuition, fees, and administrative costs
- \$3,000 annually for research expenses
- Up to three years of funding, usable over a five-year period

**NEW FOR 2020**

There is a single solicitation for NIJ's GRF program in 2020. Eligible applicants in a scientific discipline, whether in the social and behavioral sciences (SBS) or STEM fields, are invited to apply to the same funding opportunity.

Disciplines include, but are not limited to:

■ Anthropology	■ Information Sciences
■ Biology	■ Materials Science
■ Chemistry	■ Mathematics
■ Cognitive Science	■ Neuroscience
■ Computer Science	■ Pathology
■ Criminal Justice	■ Physics
■ Criminology	■ Political Science
■ Economics	■ Psychology
■ Education	■ Public Administration
■ Electrical Engineering	■ Public Health
■ Geosciences	■ Public Policy
■ GIS	■ Sociology

To learn more and see profiles of past and present GRF fellows, visit [nij.ojp.gov/grf](https://nij.ojp.gov/grf)



**Deadline: April 15, 2020**

National Institute of Justice • Strong for Science • Advance Justice  
January 2020

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NIJ

<https://nij.ojp.gov/sites/g/files/xyckuh171/files/media/document/grf-flyer.pdf>

# Learn about NIJ Funding

Subscribe for notices  
when funding  
opportunities post

[www.nij.gov/subscribe](https://www.nij.gov/subscribe)



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## Funding Opportunities

NIJ annually releases competitive solicitations calling for research, development, testing, and evaluation proposals; and formula and competitive solicitations for capacity enhancement programs.

Find:

- [Forthcoming funding opportunities](#) — typically in the late fall, we begin posting a list of forthcoming solicitations to allow potential applicants to learn our areas of interest in the coming solicitation season.
- [Current funding opportunities](#) — list of solicitations under which we are accepting applications; typically, most solicitations are released December through May (subject to appropriations availability).
- [Expired funding opportunities](#) — a complete list of solicitations from past years, dating back to fiscal year 2005. Each solicitation title links to a detail page that shows the total number and cumulative amount of the resulting awards and a list of those awards with links to detailed information on each.

[Awards Listing](#)

**[Funding Opportunities](#)**

[Current Solicitations](#)

[Forthcoming Funding Opportunities](#)

[Expired Solicitations](#)

[Guidance for Applicants and Awardees](#)

[Capacity Enhancement Funding](#)

[Fellowship & Student Programs](#)

# For More Information

GRF program page:

[www.nij.gov/GRF](http://www.nij.gov/GRF)

Solicitation:

[www.nij.ojp.gov/funding/opportunities/nij-2020-17332](http://www.nij.ojp.gov/funding/opportunities/nij-2020-17332)

GRF FAQs:

link at [www.nij.gov/GRF](http://www.nij.gov/GRF)

## **For questions while the solicitation is open, contact:**

National Criminal Justice Reference Service (NCJRS)

1-800-851-3420 (TTY: 301-240-6310 for hearing impaired only)

Email: [grants@ncjrs.gov](mailto:grants@ncjrs.gov)

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