



The U.S. Department of Justice (DOJ) is seeking applications for funding to improve public safety and victim services in tribal communities. This solicitation provides federally recognized tribes and tribal consortia an opportunity to apply for funding to aid in developing a comprehensive and coordinated approach to public safety and victimization. The majority of DOJ’s existing tribal government-specific programs are included in and available through this single Coordinated Tribal Assistance Solicitation.

U.S. Department of Justice

Coordinated Tribal Assistance Solicitation

Fiscal year 2022 Competitive Grant Announcement

Purpose Area#	Assistance Listing Number
PA #1 Public Safety and Community Policing (COPS Office)	16.710
PA #2 Comprehensive Tribal Justice Systems Strategic Planning (BJA, COPS Office, OJJDP, OVC)	16.608
PA #3 Tribal Justice Systems Program (BJA)	16.608
PA #4 Tribal Justice System Infrastructure Program (BJA)	16.596
PA #6 Children’s Justice Act Partnerships for Indian Communities (OVC)	16.583
PA #8 Juvenile Tribal Healing to Wellness Courts (OJJDP)	16.585
PA #9 Tribal Youth Program (OJJDP)	16.731

**Grants.gov Opportunity Number:** O-BJA-2022-171017  
**Grants.gov Competition ID:** C-BJA-2022-171017  
**Solicitation Release Date:** December 14, 2021 2:30 PM  
**Version:** 6  
**Grants.gov Deadline:** March 10, 2022 8:59 PM  
**Application JustGrants Deadline:** March 22, 2022 8:59 PM

**Overview**

The [U.S. Department of Justice](https://www.justice.gov) (DOJ) is seeking applications for funding to improve public safety and victim services in tribal communities. This solicitation provides federally recognized tribes and tribal consortia an opportunity to apply for funding to aid in developing a comprehensive and coordinated approach to public safety and victimization. The majority of DOJ’s existing tribal government-specific programs are included in and available through this single Coordinated Tribal Assistance Solicitation.

**Eligible Applicants:**

Native American tribal governments (Federally recognized), Other

**Contact Information**

Name:	DOJ Response Center
Title:	DOJ Response Center
Phone:	800-421-6770
Email:	ASKCOPSRC@usdoj.gov

**Agency Contact Description:**

For technical assistance with submitting the **SF-424 and SF-LLL** in Grants.gov, contact the Grants.gov Customer Support Hotline at 800–518–4726 or 606–545–5035, at [Grants.gov customer support](#) webpage, or by email 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.

For technical assistance with submitting the **full application** in JustGrants, contact the JustGrants Service Desk at [JustGrants.Support@usdoj.gov](mailto:JustGrants.Support@usdoj.gov) or 833–872–5175. The JustGrants Service Desk operates 5 a.m. to 9 p.m. ET Monday to Friday and 9 a.m. to 5 p.m. ET on Saturday, Sunday, and federal holidays.

For programmatic and general assistance with the solicitation requirements, contact the Response Center at 800-421-6770 or via email at [tribalgrants@usdoj.gov](mailto:tribalgrants@usdoj.gov). The Response Center’s hours of operation are Monday–Friday, 9:00 a.m. to 5:00 p.m. ET, except federal holidays.

Information regarding upcoming CTAS-related webinars and trainings is available at <https://www.justice.gov/tribal/training-and-technical-assistance>.

**Submission Information**

Applications will be submitted to DOJ in a two-step process.

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

Grants.gov Deadline for submitting the SF-424 and the SF-LLL is March 10, 2022 8:59 PM.

**Step 2:** Applicants will submit the full application including attachments in JustGrants at [JustGrants.usdoj.gov](https://JustGrants.usdoj.gov).

To be considered timely, the full application must be submitted in JustGrants by the JustGrants application deadline which is March 22, 2022, at 8:59 p.m. ET.

**Note:** If internet access is not available to submit an application electronically, contact the Response Center at 800–421–6770 no later than Friday, February 15, 2022, to request instructions on how to submit an application using alternative means.

If an applicant experiences unforeseen Grants.gov or JustGrants technical issues beyond its control that prevent it from submitting its application by the deadline, the applicant must email the JustGrants Service Desk ([JustGrants.Support@usdoj.gov](mailto:JustGrants.Support@usdoj.gov)) and the Response Center ([tribalgrants@usdoj.gov](mailto:tribalgrants@usdoj.gov)) **prior to the close of the solicitation. Applicants MUST obtain a ticket number (from the Just Grants Service Desk) for reference. A request for a technical waiver cannot be requested prior to the closing night of the solicitation and deadline extensions cannot be granted.** Please see the Late Submission section for more details on this process.

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## Program Description

### Overview

CTAS combines many of the Department of Justice's (DOJ's) existing tribal government-specific competitive solicitations into a single solicitation requiring only one application from each tribe or tribal consortium. This approach reduces the number of applications required to access funds and provides federally recognized tribes, tribal consortia, and tribal designees the opportunity to develop a comprehensive approach to public safety and victimization issues.

**Note: CTAS is not a program but a single solicitation under which tribes can apply to seven separate grant programs from four grant-making offices.**

DOJ has incorporated feedback from tribes and made the following changes to CTAS for FY 2022:

- Applications to CTAS will continue to be completed and submitted through Grants.gov and the Justice Grants system, JustGrants. Information on this process is outlined in section H. How to Apply.
- Purpose Area 9 has added a new category.
- Proposal abstracts will be completed in the JustGrants web-based form.

Each tribe or tribal consortium may submit only one CTAS application. This application can include proposals for project funding under one or more purpose areas. As such, multiple awards may be made in response to a single application.

In addition to applying for FY 2022 CTAS funding, federally recognized tribes and tribal consortia are encouraged to submit separate applications to any DOJ grant program for which they may be eligible. For information on additional funding sources, visit [www.grants.gov](http://www.grants.gov) and the websites of individual federal agencies.

The Department of Justice is committed to advancing work that promotes civil rights, increases access to justice, supports crime victims, protects the public from crime and evolving threats, and builds trust between law enforcement and the community. For all Fiscal Year 2022 solicitations, applicants should consider these priorities, and address them within their applications as applicable.

The four DOJ components offering tribal government-specific grants through CTAS are listed below. For more information, visit [www.justice.gov/tribal/](http://www.justice.gov/tribal/).

- Office of Community Oriented Policing Services (COPS Office)
- Office of Justice Programs, Bureau of Justice Assistance (BJA)
- Office of Justice Programs, Office for Victims of Crime (OVC)
- Office of Justice Programs, Office of Juvenile Justice and Delinquency Prevention (OJJDP)

## Statutory Authority

Purpose Area#	Selected Statutory Authority
PA#1	Omnibus Crime Control and Safe Streets Act of 1968 as amended by the Violent Crime Control and Law Enforcement Act of 1994, Title I, Part Q, Public Law 103-322, 34 U.S.C. § 10381 et seq.
PA#2	Any awards under this solicitation would be made under statutory authority provided by a full-year appropriations act for fiscal year 2022.
PA#3	Any awards under this solicitation would be made under statutory authority provided by a full-year appropriations act for fiscal year 2022
PA#4	Any awards under this solicitation would be made under statutory authority provided by a full-year appropriations act for fiscal year 2022
PA#6	34 USC § 20101(g)
PA#8	34 USC §§ 10611 – 10619; additional authority may be provided by a full-year appropriations act for fiscal year 2022
PA#9	Any awards under this solicitation would be made under statutory authority provided by a full-year appropriations act for fiscal year 2022

## Tribal Community & Justice Narrative Profile

Applicants must use the Tribal and Community Justice Profile template provided at <https://www.justice.gov/tribal/open-solicitations>. This document allows tribes to describe their community strengths, resources, current justice system design and capacity, problems/challenges, and the need for federal assistance to address these issues. This document is not to exceed 10 pages double-spaced. **The Tribal and Community Justice Profile is required and must be uploaded directly into JustGrants as an attachment in the Additional Application Components section.**

The Tribal Community and Justice Profile will be rated based on the following criteria:

- The extent to which the application fully responds to the requested information
- The need for funding as described in the Tribal Community and Justice Profile

## Specific Information

### Purpose Areas:

The DOJ-specific competitive grant programs outlined in this CTAS are referred to as “purpose areas.” Applicants may apply for funding under those purpose area(s) that best address tribal concerns related to public safety and criminal and juvenile justice, along with domestic violence, child abuse, sexual assault, and other crimes. Below is a list of the seven purpose areas and their components. Note: Purpose Areas 5 and 7 are officially retired from CTAS.

1. Public Safety and Community Policing (COPS Office)
2. Comprehensive Tribal Justice Systems Strategic Planning (BJA, COPS Office, OJJDP, OVC)
3. Tribal Justice Systems Program (BJA)
4. Tribal Justice System Infrastructure Program (BJA)

5. Children's Justice Act Partnerships for Indian Communities (OVC)
6. Juvenile Tribal Healing to Wellness Courts (OJJDP)
7. Tribal Youth Program (OJJDP)

**Frequently Asked Questions:**

For further information on this solicitation's requirements and supporting documents, see the frequently asked questions (FAQs) at <https://www.justice.gov/tribal/open-solicitations>.

**Goals, Objectives, Deliverables, and Timeline**

Please see purpose area specific section for goals, objectives and deliverables for each purpose area.

**Evidence-Based Programs or Practices****Federal Award Information****General Guidance for Federal Award**

PA #1 Public Safety and Community Policing (COPS Office) Approximately 40 awards with durations of 5 years for Hiring and 3 years for Equipment/Training:

- Sworn force of less than 10: no more than \$600,000
- Sworn force of 10 to less than 20: no more than \$700,000
- Sworn force of 20+: no more than \$900,000

PA #2 Comprehensive Tribal Justice Systems Strategic Planning Program (BJA, OVC, OJJDP and COPS Office) Approximately 10 awards with durations of up to 5 years:

- Up to \$150,000 per award

PA #3 Tribal Justice Systems (BJA) Approximately 25-33 awards with durations of up to 5 years:

- Approximately \$250,000-900,000 per award

PA #4 Tribal Justice System Infrastructure Program (BJA):

- Estimated 2-4 awards for facility renovation or expansion or completion of existing construction projects for single jurisdiction facility; up to \$1.3 million per award for 5 years
- Estimated 1-2 awards for facility renovation or expansion or completion of existing construction projects for regional facility (detention, multipurpose justice center, correctional alternative) up to \$5.2 million per award for 5 years

PA #5 Tribal Governments Program (OVW): Purpose Area 5 is not included in CTAS this year. OVW will be funding the Tribal Governments Program in FY 2022; however, it will be a separate solicitation not included in CTAS.

PA #6 Children's Justice Act Partnerships for Indian Communities (OVC):

- Approximately 7 awards of up to a maximum of \$450,000 per award for 3 years



PA #7 Tribal Victim Services Program (OVC): OVC will be funding the Tribal Victim Services Set-Aside Formula Grant program in FY 2022; however, it will be a separate solicitation not included in CTAS.

PA #8 Juvenile Tribal Healing to Wellness Courts (OJJDP):

- Approximately 5 awards of up to a maximum of \$400,000 per award for 5 years

PA #9 Tribal Youth Program (OJJDP):

- Approximately 5 awards; up to a maximum of \$100,000 per award.
- Category 2 and Category 3: Approximately 12 awards; up to a maximum of \$500,000 per award.

### Solicitation Category

Competition ID	Category *	Number of Awards	Dollar Amount for Award	Performance Start Date	Performance Duration (Months)
C-COPS-2022-00001-PROD	PA #1 Public Safety and Community Policing (COPS Office)	40	\$24,000,000.00	10/1/22 12:00 AM	60
C-BJA-2022-00001-PROD	PA #2 Comprehensive Tribal Justice Systems Strategic Planning (BJA, COPS Office, OJJDP, OVC)	10	\$600,000.00	10/1/22 12:00 AM	60
C-BJA-2022-00002-PROD	PA #3 Tribal Justice Systems Program (BJA)	33	\$20,600,000.00	10/1/22 12:00 AM	60
C-BJA-2022-00003-PROD	PA #4 Tribal Justice System Infrastructure Program (BJA)	4	\$8,000,000.00	10/1/22 12:00 AM	60
C-OVC-2022-00001-PROD	PA #6 Children's Justice Act Partnerships for Indian Communities (OVC)	7	\$3,000,000.00	10/1/22 12:00 AM	36
C-OJJDP-2022-00001-PROD	PA #8 Juvenile Tribal Healing	5	\$2,000,000.00	10/1/22 12:00 AM	60

	to Wellness Courts (OJJDP)				
C-OJJDP-2022-00002-PROD	PA #9 Tribal Youth Program (OJJDP)	5	\$6,500,000.00	10/1/22 12:00 AM	60

### Continuation Funding Intent

DOJ may, in certain cases, provide additional funding in future years to awards made under this solicitation through continuation awards. In making decisions regarding continuation awards, DOJ will consider, among other factors, the availability of appropriations, when the program or project was last completed, DOJ's strategic priorities, and DOJ's assessment of both the management of the award and the progress of the work funded under the award.

### Availability of Funds

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

### Funding Instrument Type

Grant

### Award Type

Initial

### Type of Award

DOJ may make awards from this solicitation in the form of a grant, which is a funding instrument DOJ uses when it expects to have ongoing substantial involvement in carrying out award activities. Substantial federal involvement generally includes involvement with the recipient in implementation of the award such as through approval of work plans or major project-generated materials. Responsibility for day-to-day project management, however, generally rests with the recipient. See the "Additional Requirements for U.S. Department of Justice (DOJ) FY 2022 Coordinated Tribal Assistance Solicitation (CTAS) Applications" document for details regarding the federal involvement anticipated under an award from this solicitation at <https://www.justice.gov/tribal/open-solicitations>.

All project start dates should be on or after October 1, 2022. DOJ has the discretion to make awards for greater or lesser amounts than requested and to negotiate the scope of work and budget with applicants prior to award.

### Financial Management and System of Internal Controls

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

## Eligibility Information

### Eligibility:

1. Federally recognized Indian tribes.(1)
2. Consortia consisting of two or more federally recognized Indian tribes.
3. Tribal designees are eligible applicants only for certain activities related to the Office for Victims of Crime (OVC) programs (see eligibility information for CTAS Purpose Area 6).
4. Please review each purpose area section for any additional limitations on eligibility that may apply.

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(1) See 25 U.S.C. § 5304(e) which, for purposes of this solicitation, provides the applicable definition of “Indian tribe.”

## Application and Submission Information

The application elements are listed below. Items noted by \*\* (double asterisks) MUST be included in the application in order for it to receive consideration for funding.

The first item (Proposal Abstract) and (Demographic Form for Purpose Area 1 applicants) will be typed into a web-based form. All other items must be uploaded as attachments.

Please ensure all required application documents (the Tribal Community and Justice Profile, Purpose Area Narrative for each purpose area you are applying for, Application Timeline, and the excel Budget Worksheet/Budget Narrative) **are physically uploaded as attachments** within Just Grants. Applicants will be able to select a drop down/category to upload their documents. If you want to place an attachment in a specific section, take the following steps:

For example, Proposal Narrative

1. Navigate to the Proposal Narrative Section
2. If this document was uploaded previously, revise the title of the document slightly, i.e., Final or rev1 (character for file name is 59)
3. Click Upload
4. Choose File
5. Confirm the Category is the same as the Solicitation Section, for this Example Proposal Narrative
6. Click Attach

In the event that you do not see the drop down/category for the required document, you may upload the required document in the **Additional Application Components section**.

## Application Review Information

### Review Criteria

Applications will be scored as follows (see the “What an Application Should Include” section and the application checklist for complete application contents, including items that are not scored):

- a. Tribal Community and Justice Profile (20% of application score) \*\*
- b. Purpose Area Narrative for each purpose area for which the applicant is applying (60% of application score) \*\*
- c. Budget Detail Worksheet and Narrative (15% of application score) \*\*
- d. Application Timeline (5% of application score)

Items noted by \*\* (double asterisks) MUST be included in the application submission in order for it to meet the minimum requirements to advance to peer review and receive consideration for funding. An application that does not include the attachments noted by \*\* at the time of application will neither be peer reviewed, nor will the application receive further consideration

### Proposal Abstract

Purpose Area#	Proposal Abstract
PA#1	<p><b>Application Cover Sheet Containing Separate Abstracts for each Purpose Area Being Applied for</b></p> <p>A proposal abstract (no more than 400 words) summarizing the proposed project, including primary activities, products and deliverables, the service area, and who will benefit from the proposed project <b>will be completed in the JustGrants web-based form</b>. Abstracts should not repeat the terms and descriptions used in the solicitation but should be specific and clearly state what is being implemented related to work proposed in the project, and should be written in the third person voice for a general public audience. Abstracts of funded projects will be posted on the DOJ website. <b>Note: Applicants should include a high quality project abstract for each purpose area under which the applicant is requesting funding.</b></p>
PA#2	<p><b>Application Cover Sheet Containing Separate Abstracts for each Purpose Area Being Applied for</b></p> <p>A proposal abstract (no more than 400 words) summarizing the proposed project, including primary activities, products and deliverables, the service area, and who will benefit from the proposed project <b>will be completed in the JustGrants web-based form</b>. Abstracts should not repeat the terms and descriptions used in the solicitation but should be specific and clearly state what is being implemented related to work proposed in the project, and should be written in the third person voice for a general public audience. Abstracts of funded projects will be posted on the DOJ website. <b>Note: Applicants should include a high quality project abstract for each purpose area under which the applicant is requesting funding.</b></p>
PA#3	<p><b>Application Cover Sheet Containing Separate Abstracts for each Purpose Area Being Applied for</b></p> <p>A proposal abstract (no more than 400 words) summarizing the proposed project, including primary activities, products and deliverables, the service area, and who will benefit from the proposed project <b>will be completed in the JustGrants web-based form</b>. Abstracts should not repeat the terms and descriptions used in the solicitation but should be specific and clearly state what is being implemented related to work proposed in the project, and should be written in the third person voice for a general public audience. Abstracts of funded projects will be posted on</p>

	the DOJ website. <b>Note: Applicants should include a high quality project abstract for each purpose area under which the applicant is requesting funding.</b>
PA#4	<p><b>Application Cover Sheet Containing Separate Abstracts for each Purpose Area Being Applied for</b></p> <p>A proposal abstract (no more than 400 words) summarizing the proposed project, including primary activities, products and deliverables, the service area, and who <b>will benefit from the proposed project will be completed in the JustGrants web-based form.</b> Abstracts should not repeat the terms and descriptions used in the solicitation but should be specific and clearly state what is being implemented related to work proposed in the project, and should be written in the third person voice for a general public audience. Abstracts of funded projects will be posted on the DOJ website. <b>Note: Applicants should include a high quality project abstract for each purpose area under which the applicant is requesting funding.</b></p>
PA#6	<p><b>Application Cover Sheet Containing Separate Abstracts for each Purpose Area Being Applied for</b></p> <p>A proposal abstract (no more than 400 words) summarizing the proposed project, including primary activities, products and deliverables, the service area, and who will benefit from the proposed project <b>will be completed in the JustGrants web-based form.</b> Abstracts should not repeat the terms and descriptions used in the solicitation but should be specific and clearly state what is being implemented related to work proposed in the project, and should be written in the third person voice for a general public audience. Abstracts of funded projects will be posted on the DOJ website. <b>Note: Applicants should include a high quality project abstract for each purpose area under which the applicant is requesting funding.</b></p>
PA#8	<p><b>Application Cover Sheet Containing Separate Abstracts for each Purpose Area Being Applied for</b></p> <p>A proposal abstract (no more than 400 words) summarizing the proposed project, including primary activities, products and deliverables, the service area, and who will benefit from the proposed project <b>will be completed in the JustGrants web-based form.</b> Abstracts should not repeat the terms and descriptions used in the solicitation but should be specific and clearly state what is being implemented related to work proposed in the project, and should be written in the third person voice for a general public audience. Abstracts of funded projects will be posted on the DOJ website. <b>Note: Applicants should include a high quality project abstract for each purpose area under which the applicant is requesting funding.</b></p>
PA#9	<p><b>Application Cover Sheet Containing Separate Abstracts for each Purpose Area Being Applied for</b></p> <p>A proposal abstract (no more than 400 words) summarizing the proposed project, including primary activities, products and deliverables, the service area, and who will benefit from the proposed project <b>will be completed in the JustGrants web-based form.</b> Abstracts should not repeat the terms and descriptions used in the solicitation but should be specific and clearly state what is being implemented related to work proposed in the project, and should be written in the third person voice for a general public audience. Abstracts of funded projects will be posted on the DOJ website. <b>Note: Applicants should include a high quality project abstract for each purpose area under which the applicant is requesting funding.</b></p>

**Data Requested with Application**

Purpose Area#	Data Request
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**Survey**

**PA#1**

Selected Survey
CTAS Demographic Form FY22

Selected Question List
Executive/Contact Information
CTAS Demographic Form
Officers Requested (complete only if requesting officers)
28CFRPart23
U.S. Department of Justice and Other Federal Funding

**Budget Worksheet and Budget Narrative (attachment)  
Budget and Associated Documentation\*\* (15% of application score)**

**Budget Worksheet and Budget Narrative (excel spreadsheet)**

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

The Budget Narrative must clearly describe every category of expense listed in the Budget Worksheet. DOJ expects proposed budgets to be complete, cost-effective, and allowable. The narrative must correspond with the information and figures provided in the Budget Worksheet. The narrative must also explain how all costs were estimated and how they are relevant to the completion of the proposed project. **The Budget Worksheet is required and must be uploaded directly into JustGrants as an attachment.**

## **PA #1 Public Safety and Community Policing (COPS Office)**

### **Budget and Associated Documentation**

#### **Proposal Narrative**

##### **Purpose Area Narrative(s)\*\* (60% of application score):**

Each purpose area has a separate narrative template designed to address its unique focus and requirements. Applicants must submit a **separate narrative for each purpose area** to which they are applying. Through a series of questions, the template for each purpose area covers the following topics:

- Project or program design and implementation
- Capabilities and competencies
- Evaluation efforts to measure impact, outcomes, and performance and data collection

Applicants should ensure the project goals described in their proposals are consistent with each purpose area's goals and activities. The Purpose Area Narrative must be double-spaced and not exceed the 10-15 page limit (review the template section for additional guidance). Purpose Area Narrative templates can be found at <https://www.justice.gov/tribal/open-solicitations>.

**Each electronic file should be saved and uploaded to the application in JustGrants with a title that reflects what it contains as well as the applicant tribe. For example, a file may be saved as "[Tribe]. Purpose Area1 Narrative.doc."**

The Purpose Area Narrative will be rated based on the following criteria:

- The extent to which the application fully responds to the requested information.
- The extent to which the application explains the connection between the purpose area request and the need(s) identified in the Tribal Community and Justice Profile

Applicants will describe activities and funding needs, including strategic planning, hiring, travel, training, and equipment, in one application. Successful applicants may be awarded a Tribal Resources Grant Program–Hiring Grant (TRGP-Hiring), a Tribal Resources Grant Program–Equipment/Training Grant (TRGP-E/T), or both. Hiring Grants and Equipment/Training grants have different requirements and award periods of performance, as described below.

#### **Federal Award Information:**

Maximum award amount: The maximum award amount for FY 2022 awards under Purpose Area 1 is based on the current number of sworn officers in your agency. The COPS Office will use the staffing numbers provided on the demographic questions (budgeted number of sworn officers) to determine the maximum size of the award. The budgeted number is the number of sworn officer positions funded in your agency's budget, including funded but frozen positions, as well as state, BIA, and or locally funded vacancies.

If your agency has:

- Fewer than 10 sworn officers: Maximum amount of \$600,000 (combined TRGP-Hiring and TRGP-E/T)
- 10 to 19 sworn officers: Maximum award amount of \$700,000 (combined TRGP-Hiring and TRGP-E/T)
- 20 or more sworn officers: Maximum award amount of \$900,000 (combined TRGP-Hiring and TRGP-E/T)

**Award Period of Performance:**

TRGP-Hiring grants: 5-year implementation period. TRGP hiring grants cover the entry-level salary and approved benefits of full-time awarded officer positions incurred during the 60 months following the grant award start date, unless an extension for additional time is granted. Each awarded officer must be retained with state or local funds for a minimum of 12 months after federal funding ends.

TRGP Equipment and Training grants, including civilian full-time anti-methamphetamine and or anti-opioid coordinator positions: 3-year (36-month) implementation period.

**Applicants may apply for funding to cover the following costs:**

**Strategic planning:** Strategic planning activities related to community policing

**Hiring:**

**Sworn:** Funding can be requested for approved entry-level salaries and fringe benefits (including overtime) of newly hired or rehired, full-time sworn career law enforcement officers, village public safety officers, and School Resource Officers. All newly hired, additional, or rehired officers (or an equal number of redeployed officers) funded under Purpose Area 1 must engage in community policing activities.

A sworn officer is defined as a full-time career law enforcement officer hired on a permanent basis and who is authorized by law or by a state, local, or tribal agency to engage in or oversee the prevention, detection, or investigation of violations of criminal laws.

Rehired officers include those who have been laid off by your jurisdiction (at the time of application) as a result of state, local, or Bureau of Indian Affairs (BIA) budget reductions, and/or they are (at the time of application) currently scheduled to be laid off by your jurisdiction on a specific future date as a result of state, local, or BIA budget reductions.

In the application and budget, your agency will specify which hiring categories it is requesting funding for: new hire, rehire previously laid off, or rehire scheduled for lay off. If, after receiving the award, your agency needs to change one or more of these categories, your agency must request a post-award modification and must receive prior approval before spending Purpose Area 1 hiring funding. To obtain information on modifying the hiring award, please contact the DOJ Office Response Center at 1-800-421-6770.

Applicants must budget for, and if awarded, complete background investigations and basic law enforcement officer training for all full-time career law enforcement officers funded by the grant. Background investigations should specifically comply with requirements established by state statute, ordinance, or tribal requirements. In the absence of existing standards for hiring, the background should



include as a minimum criminal history checks, screening for domestic violence, sex offender registry, credit checks, resume validation, work history verification, and personal and professional references.

**School Resource Officer (SRO) Requirements:** Applicants may request SRO positions. If awarded funding for an SRO position, the COPS Office requires a memorandum of understanding between the law enforcement agency and the school. In addition, the funded SRO -must complete the Basic School Resource Officer Course conducted by from a list of COPS Office approved provider(s). The COPS Office will pay the training fee directly to the provider and pay allowable travel costs (airfare, hotel, and per diem) up to \$1,000 per COPS Office-funded SRO.

**Civilian:** Salaries and fringe benefits for a full-time methamphetamine and/or anti-opioid coordinators are allowable costs. These positions will be awarded under TRGP-E/T grants.

**Equipment:** Law enforcement equipment such as uniforms; bulletproof vests; body worn cameras standard issue equipment (handcuffs, ammunition carriers, flashlight, duty knife, conducted electrical weapon, etc.); appropriate police vehicles (as needed for law enforcement purposes to include anti-methamphetamine/opioid activities); technology such as computer hardware and software, mobile data terminals, radios, communication systems, and Murdered and Missing Indigenous Persons (MMIP) databases. Applicants that do not already have an information- gathering system compatible with the Federal Bureau of Investigation (FBI) Uniform Crime Reporting (UCR) System are encouraged to request funds for National Incident-Based Reporting System (NIBRS)/UCR-compliant crime data systems. Applicants may also request hardware and software required to access national criminal justice related databases (e.g., National Crime Information Center).

**Training:** Law enforcement training such as basic training at a state academy or the Indian Police Academy in Artesia, New Mexico, as well as specialized police training, community policing training, crime reporting (e.g., NIBRS) training, and anti-methamphetamine, anti-opioid or human trafficking training.

Applicants must budget for, and if awarded, complete basic law enforcement training for all full-time career law enforcement officers funded by the grant. For Alaska hiring recipients, training such as the Basic Village Police Officer (VPO)/ Tribal Police Officer (TPO) Academy offered by Yuut Elitnaurviat in Bethel, AK is available on a regular basis.

Applicants must budget travel costs, including airfare, lodging, mileage and per diem for training costs associated with a required DOJ-wide CTAS new grantee orientation meeting in Year 1 of the award. For budgeting purposes, please include costs for attendance by two staff members responsible for grant implementation, monitoring, and reporting at this 2-day meeting using Washington, D.C., as the location. Please see the GSA web site for determining allowable per diem travel costs: <https://www.gsa.gov/travel/plan-book/per-diem-rates>.

**Travel:** Airfare, lodging, and mileage reimbursement for meeting or training costs related to Purpose Area 1 activities, including costs associated with any DOJ-required training. Please determine costs based on your agency's travel policy and in absence of a policy, please follow the GSA website to determine travel costs. See the GSA web site for information on the FY 2022 federal per diem rates that should be used in calculating lodging and per diem costs: <https://www.gsa.gov/portal/category/21287>.

**Overtime:** Overtime for sworn officers engaging in community policing-related activities is an allowable cost; however, any overtime expenses requested for sworn officer positions must be listed in the “Other Costs” section of your application’s budget. Overtime expenses must exceed the expenditures that your agency is obligated or funded to pay in its current budget. Overtime requests are limited as follows:

- Sworn force of fewer than 10: No more than \$25,000 total
- Sworn force of 10 to fewer than 20: No more than \$50,000 total
- Sworn force of 20+: No more than \$75,000 total

### **Specific requirements**

**CTAS New Grantee Orientation:** All applicants must budget for travel and accommodation costs for two staff members responsible for grant implementation, monitoring, and reporting to attend the required annual CTAS new grantee orientation (see “training” above).

**Background Investigations:** Applicants must budget for, and if awarded, conduct background investigations for all full-time career law enforcement officers funded by the grant.

**Basic Law Enforcement Training:** Applicants must budget for, and if awarded, complete basic law enforcement training for all full-time career law enforcement officers funded by the grant.

**Retention:** Applicants requesting funding for hiring must plan to retain grant-hired career law enforcement officers and grant-hired school resource officers for 12 months after the expiration of the grant.

Failure to comply with the requirements and all COPS Office award requirements will result in legal sanctions, including suspension and termination of award funds, repayment of expended funds, ineligibility to receive additional COPS Office funding, and other remedies available by law.

### **Focus Areas:**

The COPS Office will provide additional consideration to applicants that identify Missing or Murdered Indigenous Persons (MMIP) and or Human Trafficking as a problem or challenge they are addressing in their Purpose Area 1 application. An applicant may request funding for efforts to address human trafficking and/or MMIP prevention or investigation such as training or officer salaries, including officers requested to be part of unresolved (cold) case MMIP task forces or teams.

To build your Purpose Area 1 narrative, use the template located at <https://www.justice.gov/tribal/open-solicitations>.

### **Budget Information**

Purpose Area 1 Demographic Questions (PA 1 applicants only):

The PA 1 Demographic questions are designed to capture the unique characteristics of each tribe in order to paint a more detailed picture of each tribe’s strengths and challenges. Each applicant applying for Purpose Area 1 should answer the questions in its entirety. If the applicant is unable to answer all or part of the form, an explanation for the missing information should be provided in the available space. The demographic questions should be answered within Just Grants.

If you do not see the drop down/category for the required documents, you may upload the required document in the Other Attachments category. DOJ recommends that uploaded files be clearly named to indicate the applicant tribe's name and the file contents to ensure that reviewers can easily locate application documents. For example, a file may be saved as "[Tribe]. Purpose Area1 Narrative.doc".

#### **Indirect Cost Rate Agreement (if applicable)**

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

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

Financial Management and System of Internal Controls Questionnaire (including applicant disclosure of high risk status) (Required for PAs 2, 3, 4, 6, 8, and 9)

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

#### **Memoranda Of Understanding**

#### **PA #2 Comprehensive Tribal Justice Systems Strategic Planning (BJA, COPS Office, OJDP, OVC)**

#### **Budget and Associated Documentation**

##### **Proposal Narrative**

**Purpose Area Narrative(s)\*\*** (60% of application score):

Each purpose area has a separate narrative template designed to address its unique focus and requirements. Applicants must submit a separate narrative for each purpose area to which they are applying. Through a series of questions, the template for each purpose area covers the following topics:

- Evaluation efforts to measure impact, outcomes, and performance and data collection
- Capabilities and competencies
- Project or program design and implementation

Applicants should ensure the project goals described in their proposals are consistent with each purpose area's goals and activities. The Purpose Area Narrative must be double-spaced and not exceed the 10-15 page limit (review the template section for additional guidance). Purpose Area Narrative templates can be found at <https://www.justice.gov/tribal/open-solicitations>.

**Each electronic file should be saved and uploaded to the application in JustGrants with a title that reflects what it contains as well as the applicant tribe. For example, a file may be saved as "[Tribe]. Purpose Area2 Narrative.doc."**

The Purpose Area Narrative will be rated based on the following criteria:

- The extent to which the application explains the connection between the purpose area request and the need(s) identified in the Tribal Community and Justice Profile
- The extent to which the application fully responds to the requested information.

The Comprehensive Tribal Justice Systems Strategic Planning Program is supported by the following four DOJ offices: BJA, COPS Office, OJJDP and OVC. The program supports tribes seeking to develop strategic plans. In addition, Purpose Area 2 grantees that submit approved strategic plans will receive priority consideration for CTAS funding to implement their strategic plans in whole or in part in a future fiscal year or years following submission of applications under purpose areas directly connected to the strategic plans (one time per purpose area).

**Applicants may apply for funding to include the following:**

**Strategic planning:** Develop a justice systemwide strategic plan that identifies the priority needs facing the applicant's justice system and outline a detailed, strength-based, victim-centered strategy that includes:

- Law enforcement
- Courts
- Community corrections
- Alternatives to incarceration
- Collaborative strategies to address serious and violent crime
- Strategies to address crime related to substance and alcohol abuse, including opioids and stimulants
- Tribal jails programming
- Crime victims' rights and services for all victims of crime, including services to promote safety for victims of child abuse, domestic violence, dating violence, sexual assault, and stalking  
Addressing juvenile justice needs from prevention through re-entry
- Community resources that support alternatives to incarceration and re-entry into the community following incarceration (i.e., jail, prison, etc.)

**Enhance capacity to collect and analyze data: Build ongoing capacity to better understand and define crime and tribal safety issues.** By accessing accurate and robust data related to the nature and extent of persons who commit criminal offenses and the nature of the offenses, human trafficking, the incidence of domestic violence, victim services, child abuse, and other crime issues (along with other tribal data), applicants can assess risk and distress in tribal nations. In addition, the planning process should build capacity to review data that will track the implementation of the strategic plan and assess its outcomes.

**Personnel:** It is recommended to engage a full- or part-time (approximately 75 percent full-time employee) project manager to facilitate the planning process and work with the Purpose Area 2-identified TTA provider to coordinate daily activities.

**Training and technical assistance:** DOJ will fund a TTA provider at no cost to grantees to assist in the strategic planning process. This includes extensive on-site and office-based support for facilitating the strategic planning process, forming a strategic planning team, conducting a comprehensive needs

assessment, identifying community strengths and resources, defining community challenges, developing strategies to strengthen the applicant's justice system and promote community wellness and safety, and completing the final written strategic plan to be submitted to DOJ. **Costs for outside TTA providers or outside organizations to create a strategic plan for the tribe will not be an allowable expense.**

**Equipment or Supplies:** No equipment should be budgeted for this project. Costs of office equipment, computing devices, or information technology such as computers, fax machines, printers, scanners, and tools to support data collection and analysis should be included in the "Supplies" or "Other" categories. See e.g., 2 CFR 200.1 definitions ("Equipment," "Supplies," "General Purpose Equipment," "Computing Devices," "Information Technology Systems").

**Travel:** Applicants should budget for airfare, lodging, mileage, and per diem associated with regional and national meetings or strategic planning trainings, including costs associated with DOJ-required trainings. Applicants must budget travel costs, including airfare, lodging, mileage and per diem for training costs associated with a required DOJ-wide CTAS new grantee orientation meeting in Year 1 of the award. For budgeting purposes, please include costs for attendance by two staff members designated with grant implementation, monitoring, and reporting at this 2-day meeting using Washington, D.C., as the location. Please see the GSA web site for determining allowable per diem travel costs <https://www.gsa.gov/travel/plan-book/per-diem-rates>.

**Other Costs:** To support the development of the strategic plan, costs related to the printing and distribution of the plan, community outreach, and data collection may be expensed. Funds may not be used for stipends, incentive items, food, or beverages.

To build your Purpose Area 2 narrative, use the template located at <https://www.justice.gov/tribal/open-solicitations>.

### **Budget Information**

**If you do not see the drop down/category for the required documents, you may upload the required document in the Other Attachments category. DOJ recommends that uploaded files be clearly named to indicate the applicant tribe's name and the file contents to ensure that reviewers can easily locate application documents. For example, a file may be saved as "[Tribe]. Purpose Area1 Narrative.doc".**

### **Indirect Cost Rate Agreement (if applicable)**

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

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

Financial Management and System of Internal Controls Questionnaire (including applicant disclosure of high risk status) (Required for PAs 2, 3, 4, 6, 8, and 9)

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

**Memoranda Of Understanding  
PA #3 Tribal Justice Systems Program (BJA)  
Budget and Associated Documentation**

**Proposal Narrative**

**Purpose Area Narrative(s)\*\* (60% of application score):**

Each purpose area has a separate narrative template designed to address its unique focus and requirements. Applicants must submit a separate narrative for each purpose area to which they are applying. Through a series of questions, the template for each purpose area covers the following topics:

- Evaluation efforts to measure impact, outcomes, and performance and data collection
- Capabilities and competencies
- Project or program design and implementation

Applicants should ensure the project goals described in their proposals are consistent with each purpose area's goals and activities. The Purpose Area Narrative must be double-spaced and not exceed the 10-15 page limit (review the template section for additional guidance). Purpose Area Narrative templates can be found at <https://www.justice.gov/tribal/open-solicitations>.

**Each electronic file should be saved and uploaded to the application in JustGrants with a title that reflects what it contains as well as the applicant tribe. For example, a file may be saved as "[Tribe]. Purpose Area3 Narrative.doc."**

The Purpose Area Narrative will be rated based on the following criteria:

- The extent to which the application explains the connection between the purpose area request and the need(s) identified in the Tribal Community and Justice Profile
- The extent to which the application fully responds to the requested information.

Applicants may apply for funding to include the following:

**Tribal courts:** Plan new or enhance existing tribal courts. Support staffing of prosecutors, attorneys, advocates, probation and pretrial service officers, tribal court judges and other court staff, and clerical support staff, including indigent defense services. Support an effective response to jurisdictional changes resulting from *McGirt v. Oklahoma* and related decisions. Support activities relating to implementation of the enhanced sentencing authority provisions of the Tribal Law and Order Act, the special domestic violence criminal jurisdiction under the Violence Against Women Reauthorization Act of 2013, or to address crimes related to missing or murdered Indigenous persons.

**Alternative justice courts:** Plan new or enhance existing peacemaking courts, healing to wellness courts, veterans treatment courts, sentencing circles, community courts, and other traditional or alternative justice courts.

**Risk and needs assessment:** Develop and integrate the use of risk and needs assessment tools into the tribal justice system decision making process. To follow up on results, coordinate access to key social services, tracking and case management of services, and ongoing risk assessment reviews.

**Diversion and alternatives to incarceration:** Employ decision making models and programming to divert low risk persons who committed an offense, including juveniles at high risk for involvement in the adult system, from incarceration. This includes law enforcement diversion, prosecution diversion, community supervision, mental health services and substance use disorder treatment, electronic alcohol and other monitoring of persons who committed an offense, recovery support services including job training and placement, housing assistance and education, and family, peer, and community supports.

**Prevention:** Protect communities from crime related to alcohol and substance use disorders and production of substances, including opioids, methamphetamine, and prescription drugs. Support culturally relevant and appropriate evidence-based substance abuse prevention programs (see <https://www.samhsa.gov/nrepp>). Enhance security by addressing issues such as lighting, surveillance equipment, and community emergency alert and telephone systems.

**Treatment:** Integrate tribal, federal, state, and local services with culturally appropriate treatment for individuals who are at risk of justice system involvement, diverted from the tribal justice system, or involved in the tribal justice system (including the incarcerated population), as well as re-entering individuals and their families.

**Corrections (institutional and community):** Develop, implement, and enhance programming for tribal members incarcerated in tribal, federal, state, or local correctional facilities or under community supervision to reduce their risks for reoffending and support successful rehabilitation. Programming could include collaborations to address behavioral health needs, effective treatment such as cognitive behavioral therapy, education and vocational services, and other programming that will reduce the risk for recidivism.

**Re-entry:** Develop, implement, and enhance culturally appropriate re-entry programs. This can include providing treatment, aftercare, and other re-entry supportive services to individuals re-entering communities from tribal, local, state, and federal correctional facilities.

**Law enforcement:** Identify, apprehend, and prosecute individuals who illegally transport, distribute, and abuse illegal substances in tribal communities (subject to existing legal authority). Support programming to improve officer safety and improve the delivery of law enforcement services related to opioid, stimulant, and other substance use disorder-related crimes in the tribal community.

**Equipment:** Purchase general office equipment such as computers, fax machines, printers, scanners, surveillance cameras, digital cameras, office furniture, courtroom furniture, computer networks, court management systems, electronic alcohol and monitoring devices for those under supervision, and related equipment.

**Strategic planning:** Develop Tribal Action Plans (see <https://www.samhsa.gov/tribal-ttac/training-technical-assistance/tap>) for alcohol and substance abuse. Increase coordination with relevant nontribal agencies and organizations, and, among all levels of the tribe, engage in strategic planning efforts to address the needs of the tribe's justice system. Comprehensively address alcohol and substance use disorder-related crime.

**Training:** Budget for registration fees and lodging costs associated with training events related to Purpose Area 3 activities and costs associated with obtaining expert knowledge to assist with the development or enhancement of the program such as culturally appropriate training, technical assistance, treatment, and information technology. In planning their training needs, applicants should note that training will also be offered at no cost to grantees as part of the funded projects.

**Travel:** Applicants should budget for airfare, lodging, mileage and per diem for training costs related to Purpose Area 3 activities, including costs associated with DOJ-required training. Applicants must budget travel costs, including airfare, lodging, mileage, and per diem for training costs associated with a required DOJ-wide CTAS new grantee orientation meeting in Year 1 of the award. For budgeting purposes, please include costs for attendance by two staff members designated with grant implementation, monitoring, and reporting at this 2-day meeting using Washington, D.C., as the location. Please see the GSA website for determining allowable per diem travel costs at <https://www.gsa.gov/travel/plan-book/per-diem-rates>.

To build your Purpose Area 3 narrative, use the template located at <https://www.justice.gov/tribal/open-solicitations>.

### **Budget Information**

**If you do not see the drop down/category for the required documents, you may upload the required document in the Other Attachments category. DOJ recommends that uploaded files be clearly named to indicate the applicant tribe's name and the file contents to ensure that reviewers can easily locate application documents. For example, a file may be saved as "[Tribe]. Purpose Area1 Narrative.doc".**

### **Indirect Cost Rate Agreement (if applicable)**

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

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

Financial Management and System of Internal Controls Questionnaire (including applicant disclosure of high risk status) (Required for PAs 2, 3, 4, 6, 8, and 9)

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



**Memoranda Of Understanding**  
**PA #4 Tribal Justice System Infrastructure Program (BJA)**  
**Budget and Associated Documentation**  
**Proposal Narrative**  
**Purpose Area Narrative(s)\*\* (60% of application score):**

Each purpose area has a separate narrative template designed to address its unique focus and requirements. Applicants must submit a **separate narrative for each purpose area** to which they are applying. Through a series of questions, the template for each purpose area covers the following topics:

- Evaluation efforts to measure impact, outcomes, and performance and data collection
- Capabilities and competencies
- Project or program design and implementation

Applicants should ensure the project goals described in their proposals are consistent with each purpose area's goals and activities. The Purpose Area Narrative must be double-spaced and not exceed the 10-15 page limit (review the template section for additional guidance). Purpose Area Narrative templates can be found at <https://www.justice.gov/tribal/open-solicitations>.

**Each electronic file should be saved and uploaded to the application in JustGrants with a title that reflects what it contains as well as the applicant tribe. For example, a file may be saved as "[Tribe]. Purpose Area4 Narrative.doc."**

The Purpose Area Narrative will be rated based on the following criteria:

- The extent to which the application explains the connection between the purpose area request and the need(s) identified in the Tribal Community and Justice Profile
- The extent to which the application fully responds to the requested information.

Applicants may apply for funding to include the following:

**Renovation, expansion, or new prefabricated/permanent modular:** Renovate, expand, or replace existing single jurisdiction or regional tribal justice-related facilities or build new single jurisdiction or regional prefabricated or permanent modular facilities where there are no existing permanent structures available or sufficient to address staff/resident/detainee/inmate safety and security issues; add capacity for recidivism reduction programming; enhance facility service/function capacity; provide capacity, equipment, or infrastructure to support staff training, fitness, and wellness; and/or complement efforts to implement the enhanced authorities and provisions under the Tribal Law and Order Act and the Violence Against Women Reauthorization Act of 2013.

Please note that temporary modular facilities are not allowable under Purpose Area 4. Temporary modular facilities are for short-term needs (e.g., natural disaster relief) and are not recommended for permanent applications.

**Other costs associated with renovation/expansion of a facility or the completion of existing construction projects:** Provide for: infrastructure costs such as roads, sewer and water hook-ups, land preparation, and other costs normally associated with construction site work; items associated with managing the planned construction or renovation process; construction materials necessary to construct or renovate facilities and associated infrastructure; furniture, surveillance cameras, or other items affixed or integral to the facility; staff housing; or other costs associated with the completion of a renovation, expansion, or construction project funded through other confirmed funding sources.

**Specific requirements:**

**Purpose Area 4 Narrative (Operations and Maintenance Assistance):** If applicants are requesting assistance from the Bureau of Indian Affairs (BIA), Indian Health Services, or another agency external to the tribe to meet facility operations and maintenance needs, applicants should describe the existing request(s) for staffing, operations, and maintenance of the proposed renovated or expanded facility. Applicants should also provide the status of these requests. A tribe may submit, by authorizing resolution or other satisfactory evidence of legal authority, a commitment to fund the future staffing, maintenance, and operation of the renovated facilities in lieu of BIA or other agency funding support letters if the tribe chooses to be responsible for this ongoing cost.

**Purpose Area 4 Narrative (Regional Projects):** Applicants interested in pursuing regional projects that involve two or more tribes will be required to submit memorandums of understanding, letters of support, or other documentation that demonstrate the support from the other participating tribes. Requests for funding to support regional projects will not be awarded without supporting documentation.

**Purpose Area 4 Narrative (Project Feasibility):** All applicants requesting funding for renovation or expansion projects will be required to indicate in the program narrative whether the existing building proposed for improvements appears to be a viable structure for renovation and/or expansion with a design developed and approved by a qualified architect/engineer/contractor. If your tribe receives an award, the BJA TJSIP training and technical assistance (TTA) provider will conduct a visual tour and surface inspection of the proposed facility to verify project feasibility. The purpose of this requirement is to ensure that using grant funds to renovate or expand the existing facility is justifiable. Award funds will be placed on hold until the BJA TJSIP TTA provider has completed the project feasibility verification process.

**Purpose Area 4 Narrative (Staffing Levels):** Applicants requesting funds for renovation or expansion of prefabricated or permanent modular projects must specify whether the tribe is going to maintain current staffing levels or require new staff as a result of the facility modification. In the event that additional staff members or other operational and maintenance funding will be needed as a result of the renovation or expansion, applicants must provide a staffing budget for the necessary operational staff and indicate how the new staff members will be funded as part of the facility operational plan. If funding for the new staff members is not in place at the time of application submission, the tribe must provide a tribal resolution or legal equivalent that indicates the source of funding that will be used to support the new staff members and the time frame for when the tribe expects to have funding in place to support the new staff members. In instances where renovation or expansion projects will result in additional bed space for corrections or community-based facilities, applicants must provide data in their applications that clearly substantiate the need for enhanced capacity.

**Purpose Area 4 Narrative (Planning Process):** Applicants must demonstrate that they have completed a planning process that supports the need for renovation or expansion funding under TJSIP. Applicants must certify the extent of planning completed and present all relevant documents related to the completed planning activities with their applications. Applicants that have completed a formal or structured justice system planning process, such as the BJA Planning Alternatives and Correctional Institutions for Indian Country or the National Institute of Corrections Planning of New Institutions process, should attach documentation such as a master plan or needs assessment to receive priority consideration for funding under TJSIP. If applicants are seeking to renovate, expand, or replace, they should describe the development of a plan that explores building options to ensure a cost-effective design and provide the status of any requests to other agencies regarding the staffing, maintenance, and operation of the facilities being planned or renovated.

**Travel Budget Requirement:** Applicants must budget for airfare, lodging, and mileage reimbursement for training costs related to purpose area activities, including costs associated with the DOJ-required training. Applicants must also budget travel costs, including airfare, lodging, mileage, and per diem for training costs associated with a required DOJ-wide CTAS new grantee orientation meeting in Year 1 of the award. For budgeting purposes, please include costs for attendance by two staff members designated with grant implementation, monitoring, and reporting at this 2-day meeting using Washington, D.C., as the location. Please see the GSA website for determining allowable per diem travel costs: <https://www.gsa.gov/travel/plan-book/per-diem-rates>.

**Real Property Requirement:** In accordance with DOJ real property standards (2 C.F.R. §200.311), BJA will continue to monitor facility usage and capacity levels once the grant ends. BJA and OJP retain a financial interest in funding the acquisition or improvement of real property because interest accrues on improvements to land or buildings such as construction or renovation. This extends solely to property use. So that the intent of the funding statute or authority is met throughout the useful life of a facility, even after a grant closes, BJA will require the grantee to submit regular reports on the status of the real property in which OJP/BJA retains an interest. If a grantee ceases to need a grant-funded facility for the originally authorized purpose during its useful life, the grantee is obligated to request property disposition instructions from OJP/BJA, pursuant to 2 C.F.R. §200.311 (c).

**National Environmental Policy Act (NEPA) Budget Allocation:** The National Environmental Policy Act (NEPA) of 1969 (Public Law 90-190; 42 U.S.C. § 4371, et seq.) established a national policy to promote the protection and enhancement of the environment. This policy was in response to growing concerns about the ecological balance and preservation of wildlife in the United States while meeting the demands of a growing population. Any BJA grantee with a project involving construction, expansion, renovation, facility planning, site selection, site preparation, and security or facility upgrades must be in compliance with the NEPA requirements during the initiation of the project as part of its planning, site selection, and site preparation. The BJA grantee must complete the NEPA process prior to actual construction, expansion, renovation, or remodeling (including security upgrades).

A categorical exclusion, a class of actions which either individually or cumulatively would not have a significant effect on the human environment and therefore would not require preparation of an environmental assessment or environmental impact statement under NEPA, may be available for some projects where the NEPA impact is minimal. An environmental assessment (EA) assesses the need for a project or proposed action, alternatives to the project/action, and the environmental impacts of the proposed and alternative project/action. If a grantee is required to conduct an EA, BJA will provide this service free of charge to the grantee. Applicants do not need to allocate funding for this process in their

grant applications. For more information regarding NEPA, please visit <https://bja.ojp.gov/national-environmental-policy-act-nepa-guidance>.

**Project Insurance:** Construction and major renovation projects create unique insurance challenges, and property owners need to understand the obligations and responsibilities they assume when contracting with their preferred builders or contractors. It is best to consult with an experienced independent insurance agent to assess the scope of a construction project and determine which policy is best suited to protect the owner's interests. BJA will require proof of project insurance prior to releasing funds to commence the construction/renovation/expansion project.

**Authorization for Real Property Use:** Applicants must include documentation from the tribe's appropriate tribal governing body authorizing the use of tribal land or facilities for the purpose of renovation, expansion, or replacement. The documentation must specify the proposed facility(s) and/or area of land to be used for the project.

**Permanent Modular Facility Construction Minimum Requirements:** Considering the significant investment in these projects, BJA provides minimum requirements that permanent modular structures must meet to ensure that grantees opt for structurally sound permanent modular structures. Please ensure that your quote/estimate accounts for costs associated with the permanent minimum requirements. For more information on these requirements visit <https://www.justice.gov/tribal/open-solicitations>. In addition, applicants should identify the modular building code and zoning requirements that would apply to the proposed project, including any applicable tribal, local, county, or state requirements, and assure that the building site allows modular construction in accordance with those specific applicable codes and zoning requirements.

**Regional (two or more tribes) Facility Award Amounts:** Regional facility award amounts are based on the population sizes of tribes that will be served as a result of the project. The requirements are as follows: 50–10,000: up to \$2,600,000; 10,001–50,000: up to \$3,900,000; 50,001 or more: up to \$5,200,000. In the project narrative of the application, please provide the population number of the tribal jurisdiction to be served.

**Grant Project Period:** Program planning should include a determination of the period of performance, not to exceed 60 months, necessary to complete the renovation, expansion, or replacement project without a no-cost grant extension.

To build your Purpose Area 4 narrative, use the provided template located at <https://www.justice.gov/tribal/open-solicitations>.

## **Budget Information**

If you do not see the drop down/category for the required documents, you may upload the required document in the **Other Attachments** category. DOJ recommends that uploaded files be clearly named to indicate the applicant tribe's name and the file contents to ensure that reviewers can easily locate application documents. For example, a file may be saved as "[Tribe]. Purpose Area1 Narrative.doc".

## **Indirect Cost Rate Agreement (if applicable)**

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

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

Financial Management and System of Internal Controls Questionnaire (including applicant disclosure of high risk status) (Required for PAs 2, 3, 4, 6, 8, and 9)

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

## **Memoranda Of Understanding**

### **PA #6 Children’s Justice Act Partnerships for Indian Communities (OVC)**

## **Budget and Associated Documentation**

### **Proposal Narrative**

**Purpose Area Narrative(s)\*\*** (60% of application score):

Each purpose area has a separate narrative template designed to address its unique focus and requirements. Applicants must submit **a separate narrative for each purpose area** to which they are applying. Through a series of questions, the template for each purpose area covers the following topics:

- Evaluation efforts to measure impact, outcomes, and performance and data collection
- Capabilities and competencies
- Project or program design and implementation

Applicants should ensure the project goals described in their proposals are consistent with each purpose area’s goals and activities. The Purpose Area Narrative must be double-spaced and not exceed the 10-15 page limit (review the template section for additional guidance). Purpose Area Narrative templates can be found at <https://www.justice.gov/tribal/open-solicitations>.

**Each electronic file should be saved and uploaded to the application in JustGrants with a title that reflects what it contains as well as the applicant tribe. For example, a file may be saved as “[Tribe]. Purpose Area6 Narrative.doc.”**

The Purpose Area Narrative will be rated based on the following criteria:

- The extent to which the application explains the connection between the purpose area request and the need(s) identified in the Tribal Community and Justice Profile
- The extent to which the application fully responds to the requested information.

Applicants may apply for funding to include the following:

**Personnel/Staffing:** Funding may support the salary and fringe benefits for personnel involved in investigation, prosecution, and victim services focused on cases of criminal child abuse and neglect. Staffing may include dedicated prosecutors, law enforcement investigators, child protection services personnel, forensic interviewers, case managers, clinical mental health professionals, pediatric sexual assault nurse examiners (SANEs), and other victim assistance and allied professionals.

**Victim assistance:** Funding may support victim assistance services that are linked to the child’s victimization. Victim assistance may include developmentally appropriate, trauma-informed counseling

for primary victims and secondary victims (such as siblings or grandparents); family therapy; group therapy; case management services; aid with participating in traditional healing ceremonies or other cultural activities; assistance with emergency food, clothing, and transportation costs; emergency shelter services; assistance with crime victim compensation claims; and medical and dental care.

**Coordination/outreach:** Funding may support multidisciplinary team meetings, community forums, and the development, production, and distribution of awareness materials such as public service announcements, posters, brochures, fact sheets, etc., designed to increase the public's awareness and understanding of child abuse and neglect and the availability of grant-funded services.

**Development of policies/procedures/protocols:** Funding may support the development and distribution of written response protocols, policies, and standard operating procedures manuals that promote trauma-informed approaches to the delivery of services to victims of child abuse and neglect and their family members. Funds may also be used to develop or update tribal codes related to defining and expanding victims' rights and crimes against children.

**Cultural and traditional practices:** Funding may support the inclusion of cultural and traditional practices in proposed activities—e.g., smudging, sweat lodges, or other traditional healing ceremonies—for victims of child abuse and neglect and their family members.

**Expanding services:** Funding may support expanding existing victim service programming to provide a more comprehensive array of services to child victims and their families. Funds may also be used to support outreach and education activities that educate the community about child abuse and neglect and how to access the services that are available.

**Travel:** Funding may support airfare, lodging, per diem, and other allowable incidental costs for meetings or trainings related to purpose area activities, including costs associated with travel for at least two appropriate staff to attend DOJ-required trainings (i.e., one CTAS grantee orientation, one OVC mandatory training, and the biennial OVC-sponsored National Indian Nations Conference).

**Training:** Funding may be used for costs associated with developing and conducting local in-service trainings relevant to the investigation and prosecution of criminal child abuse and neglect cases. Funding may also be used to send grant-funded staff—and, upon approval from your OVC grant manager, staff from collaborating partner agencies and organizations—to local, tribal, state, and regional training events that address the handling, investigation, and prosecution of child abuse and neglect cases or address the provision of trauma-informed services to the victims and their families.

**Equipment and supplies:** Funding may be used for equipment and technology related to allowable activities. Costs may include: supplies for play therapy, forensic interviewing recording equipment, digital cameras, rape kits, medical equipment for a pediatric SANE program, office furniture and equipment (e.g., printers and scanners, child-friendly furnishings), and materials for traditional crafts and healing ceremonies.

**Procurement contracts and consultants:** Funding can be used for a wide range of contracted services or individuals to carry out approved program activities. Award funds can also be used to procure goods or services for the benefit of the grantee. Examples include, but are not limited to: telemedicine/telemental health access; cell phone service; or leasing a vehicle, photocopier, or other

equipment essential to the operation of the project. Allowable consultant costs include, but are not limited to: tribal code development; cultural experts; trauma-informed care trainers/presenters.

**Note:** Costs associated with programs focused solely on prevention activities are not allowable.

### Specific requirements

**Eligibility:** (1) For Purpose Area 6 Children’s Justice Act Partnerships for Indian Communities, federally recognized Indian tribes (as defined in footnote 1) are eligible to apply. Additionally, an organization that is acting as the authorized designee of a federally recognized Indian tribe may apply.

In addition, under this purpose area, FY 2020 and FY 2021 Purpose Area 6 CJA program awardees are not eligible to apply for the FY 2022 Purpose Area 6 CJA program.

**Budget:** The proposed budget should not exceed \$450,000 for a 36-month project period, and must be consistent with activities described in the program narrative.

Travel budget requirement: Applicants must budget travel costs, including airfare, lodging, mileage, and per diem for training costs associated with a required DOJ-wide CTAS new grantee orientation meeting in Year 1 of the award. For budgeting purposes, please include costs for attendance by two staff members designated with grant implementation, monitoring, and reporting at this 2-day meeting using Washington, D.C., as the location. Please see the GSA web site for determining allowable per diem travel costs: <https://www.gsa.gov/travel/plan-book/per-diem-rates>.

Training and Technical Assistance Activities: Upon award, OVC will provide access to free training and technical assistance (TTA) to assist with developing and implementing grant-funded projects. This may include professional development training; specific training for project staff and staff members from collaborating partner agencies and organizations or other experts on how to serve victims of child abuse and neglect; assistance with establishing mechanisms to capture required performance measurement data; development of project deliverables; or other TTA needs that may be identified. OVC expects all awardees to actively participate in activities and services offered through OVC and to use the OVC-designated TTA providers as their primary training and technical assistance resource.

Award Information: OVC expects to make any award under this purpose area in the form of a grant. See the Administrative, National Policy, and Other Legal Requirements section of the [OJP Grant Application Resource Guide](#) for a brief discussion of important statutes, regulations, and award conditions that apply to many (or in some cases, all) OJP grants.

OVC expects to make up to 7 awards of up to \$450,000 each. Each award is for a 36-month period of performance, to begin on October 1, 2022, and end on September 30, 2025.

The funds for this program are authorized by the Victims of Crime Act (VOCA) of 1984. VOCA states that the funds are available for award recipients to use during the federal fiscal year that the award was made, plus three additional federal fiscal years (e.g., VOCA funds awarded in FY 2022 are available for use through the end of FY 2025).

### Budget Information

**If you do not see the drop down/category for the required documents, you may upload the required document in the Other Attachments category. DOJ recommends that uploaded files be clearly named**

to indicate the applicant tribe's name and the file contents to ensure that reviewers can easily locate application documents. For example, a file may be saved as "[Tribe]. Purpose Area1 Narrative.doc".

### **Indirect Cost Rate Agreement (if applicable)**

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

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

Financial Management and System of Internal Controls Questionnaire (including applicant disclosure of high risk status) (Required for PAs 2, 3, 4, 6, 8, and 9)

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

### **Memoranda Of Understanding**

#### **PA #8 Juvenile Tribal Healing to Wellness Courts (OJJDP)**

#### **Budget and Associated Documentation**

#### **Proposal Narrative**

#### **Purpose Area Narrative(s)\*\* (60% of application score):**

Each purpose area has a separate narrative template designed to address its unique focus and requirements. Applicants must submit **a separate narrative for each purpose area** to which they are applying. Through a series of questions, the template for each purpose area covers the following topics:

- Evaluation efforts to measure impact, outcomes, and performance and data collection
- Capabilities and competencies
- Project or program design and implementation

Applicants should ensure the project goals described in their proposals are consistent with each purpose area's goals and activities. The Purpose Area Narrative must be double-spaced and not exceed the 10-15 page limit (review the template section for additional guidance). Purpose Area Narrative templates can be found at <https://www.justice.gov/tribal/open-solicitations>.

**Each electronic file should be saved and uploaded to the application in JustGrants with a title that reflects what it contains as well as the applicant tribe. For example, a file may be saved as "[Tribe]. Purpose Area8 Narrative.doc."**

The Purpose Area Narrative will be rated based on the following criteria:

- The extent to which the application explains the connection between the purpose area request and the need(s) identified in the Tribal Community and Justice Profile
- The extent to which the application fully responds to the requested information.

The purpose of this grant program is to support tribes seeking to establish a Juvenile Tribal Healing to Wellness Court or to enhance an existing Juvenile Tribal Healing to Wellness Court. Enhancements to existing Juvenile Tribal Healing to Wellness courts can focus on court operations and/or the



implementation of programs and the delivery of services. All grant recipients will be required to work with their OJJDP grant manager and OJJDP's training and technical assistance (TTA) provider to work through key objectives and deliverables over the course of the 5-year award period.

Juvenile Tribal Healing to Wellness Courts are special courts, like drug courts, that combine judicial supervision, substance abuse treatment, case management, drug testing, and graduated incentives and sanctions to help individuals with substance use disorders achieve sustained recovery and avoid reoffending. Juvenile Tribal Healing to Wellness Courts use a team approach that includes the judge, attorneys, probation, law enforcement, treatment providers, educational and vocational services, and other partners. In addition, Juvenile Tribal Healing to Wellness Court teams can incorporate tribal elders, traditional healers, and other culturally appropriate resources to promote participants' healing and reintegration into the tribal community. The 10 Key Components to of a Healing to Wellness Court can be found at: <http://www.wellnesscourts.org/tribal-key-components/index.cfm>.

### **Purpose:**

The purpose of this grant program is to support tribes seeking to establish a Juvenile Tribal Healing to Wellness Court or to enhance an existing Juvenile Tribal Healing to Wellness Court. Enhancements to existing Juvenile Tribal Healing to Wellness courts can focus on court operations and/or the implementation of programs and the delivery of services. All grant recipients will be required to work with their OJJDP grant manager and OJJDP's training and technical assistance (TTA) provider to work through key objectives and deliverables over the course of the 5-year award period.

### **Overview of Juvenile Tribal Healing to Wellness Courts**

Juvenile Tribal Healing to Wellness Courts are special courts, like drug courts, that combine judicial supervision, substance abuse treatment, case management, drug testing, and graduated incentives and sanctions to help individuals with substance use disorders achieve sustained recovery and avoid reoffending. Juvenile Tribal Healing to Wellness Courts use a team approach that includes the judge, attorneys, probation, law enforcement, treatment providers, educational and vocational services, and other partners. In addition, Juvenile Tribal Healing to Wellness Court teams can incorporate tribal elders, traditional healers, and other culturally appropriate resources to promote participants' healing and reintegration into the tribal community. The 10 Key Components to of a Healing to Wellness Court can be found at: <http://www.wellnesscourts.org/tribal-key-components/index.cfm>.

### **Applicants may apply for funding to include the following**

**Staffing:** Salary and fringe benefits for positions to support the design and implementation of the program and oversee staff that provide direct assistance to youth participants.

**Equipment and supplies:** Computer hardware and software for internet access and email capability, cell phones, telephones, pagers, printers, fax machines, and copiers as needed for program implementation; general office supplies, postage, and other necessary program and outreach supplies.

**Training:** Off-site specific training for identified program staff to attend in order to improve or develop skills in the areas related to operating a Juvenile Tribal Healing to Wellness Court. Note: While funds may be allocated for program staff to attend training, all grant recipients will receive on-site and cluster trainings from the OJJDP-selected training provider. Funds are not allowed for additional consultants.

**Travel:** Airfare, lodging, and mileage reimbursement for meeting or training costs related to program activities, including costs associated with DOJ-required training (see “Specific requirements” in the following section).

**Court Operations and Services:** Administrative, management, and operational activities that support the court and treatment and services for youth.

**Specific requirements:**

**Important note:** Federally recognized tribes that are seeking to establish a Juvenile Tribal Healing to Wellness Court or enhance an existing Juvenile Tribal Healing to Wellness Court are eligible to apply.

**Limitation on participation of violent offenders:** Per 34 U.S.C. 10612, any drug treatment court that receives funds under this program may not permit participation by violent offenders. For the purposes of this solicitation, the term “violent offender” includes a juvenile who has been convicted of or adjudicated delinquent for a felony-level offense that (1) has as an element the use, attempted use, or threatened use of physical force against the person or property of another, or the possession or use of a firearm or (2) by its nature, involves a substantial risk that physical force against the person or property of another may be used in the course of committing the offense. See 34 U.S.C. 10613. Funding will be immediately suspended if DOJ determines that violent offenders are participating in any program funded under this solicitation.

**Technical assistance:** A TTA provider has already been identified by OJJDP to support Purpose Area 8 grantees. Applicants should not include requests for funding to support onsite consultants as this will be managed by the existing TTA provider.

**Establishing a Juvenile Tribal Healing to Wellness Court:** Funding will support a planning period not to exceed 12 months and will focus on educating the Juvenile Tribal Healing to Wellness team about the components of a Healing to Wellness Court and develop a program that integrates court and treatment functions. OJJDP expects the court to be operational and providing services at the conclusion of the planning period.

**Travel:** Applicants should budget for attendance at the following Purpose Area 8-specific OJJDP trainings:

1. One 2-day Healing to Wellness Court Enhancement Training for up to four people (for budgeting purposes, please use Palm Springs, CA, as the location of this meeting)
2. Two Purpose Area 8-specific training events for two people (for budgeting purposes, please use Washington, D.C., as the location for these two-day meetings)

Applicants must budget travel costs, including airfare, lodging, mileage, and per diem for training costs associated with a required DOJ-wide CTAS new grantee orientation meeting in Year 1 of the award. For budgeting purposes, please include costs for attendance by two staff members designated with grant implementation, monitoring, and reporting at this 2-day meeting using Washington, D.C., as the location. Please see the GSA web site for determining allowable per diem travel costs:

<https://www.gsa.gov/travel/plan-book/per-diem-rates>.

**Other:** Recipients of grant funds will be required to participate in one Program Area 8-specific, web-based new grantee orientation.

**Performance measurement:** In addition to collecting the appropriate project-specific data, grantees will be required to submit data to OJJDP for performance measurement. See <https://ojjdp.ojp.gov/funding/grant-performance-measurement/overview>.

To build your Purpose Area 8 narrative, use the provided template located at <https://www.justice.gov/tribal/open-solicitations>.

### **Budget Information**

**If you do not see the drop down/category for the required documents, you may upload the required document in the Other Attachments category. DOJ recommends that uploaded files be clearly named to indicate the applicant tribe's name and the file contents to ensure that reviewers can easily locate application documents. For example, a file may be saved as "[Tribe]. Purpose Area1 Narrative.doc".**

### **Indirect Cost Rate Agreement (if applicable)**

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

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

Financial Management and System of Internal Controls Questionnaire (including applicant disclosure of high risk status) (Required for PAs 2, 3, 4, 6, 8, and 9)

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

### **Memoranda Of Understanding**

#### **PA #9 Tribal Youth Program (OJJDP)**

#### **Budget and Associated Documentation**

#### **Proposal Narrative**

**Purpose Area Narrative(s)\*\* (60% of application score):**

Each purpose area has a separate narrative template designed to address its unique focus and requirements. Applicants must submit a separate narrative for each purpose area to which they are applying. Through a series of questions, the template for each purpose area covers the following topics:

- Evaluation efforts to measure impact, outcomes, and performance and data collection
- Capabilities and competencies
- Project or program design and implementation

Applicants should ensure the project goals described in their proposals are consistent with each purpose area's goals and activities. The Purpose Area Narrative must be double-spaced and not exceed the 10-15 page limit (review the template section for additional guidance). Purpose Area Narrative templates can be found at <https://www.justice.gov/tribal/open-solicitations>.

**Each electronic file should be saved and uploaded to the application in JustGrants with a title that reflects what it contains as well as the applicant tribe. For example, a file may be saved as “[Tribe]. Purpose Area9 Narrative.doc.”**

The Purpose Area Narrative will be rated based on the following criteria:

- The extent to which the application explains the connection between the purpose area request and the need(s) identified in the Tribal Community and Justice Profile
- The extent to which the application fully responds to the requested information.

OJJDP’s Tribal Youth Program (TYP) seeks to support and enhance tribal efforts to prevent and reduce juvenile delinquency and strengthen a fair and beneficial juvenile justice system response for American Indian and Alaska Native youth. OJJDP understands that tribal nations have widely varying circumstances, strengths, and needs that may challenge their ability to prevent juvenile delinquency or to intervene and treat tribal youth when necessary. The funding in this purpose area enables tribes to develop, expand, or strengthen approaches along the juvenile justice continuum that can range from prevention to intervention and treatment. This program helps tribes develop effective and equitable juvenile justice systems that create safer communities and empower youth to lead productive lives.

OJJDP recommends applicants ensure proposals for TYP funding are created with broad, tribal-wide planning efforts and with community support, which will be critically important in sustaining efforts beyond the award period. This may include the substantive involvement of key stakeholders such as tribal youth, elders and tribal leaders as well as service providers, law enforcement, child welfare, court and probation officials, and schools, as appropriate and applicable to the proposed program design.

**Note:** The population of youth served under this grant must not include youth who are age 18 or older

Applicants may apply for funding to include the following:

**Staffing:** Salary and fringe benefits for positions to support implementation of the program and other costs for professional support services and for evaluation.

**Equipment and supplies:** Computer hardware and software for internet access and email capability, cell phones, telephones, printers, and copiers as needed for program implementation; general office supplies, postage, and other necessary program and outreach supplies.

**Travel:** Airfare, lodging, and mileage reimbursement for meeting or training costs related to program activities, including costs associated with DOJ-required training (see “Specific requirements” in the following section).

**Programs and Services:** Prevention and intervention programs, services, and strategies that support youth, families, and the tribal juvenile justice system.

## **Specific requirements:**

**Important note:** Please review eligibility requirements above for Category 1 (planning grants) Category 2 (developing a new tribal youth program) or Category 3 (enhance or expand an existing tribal youth program) carefully to ensure that you meet the eligibility criteria.

**Technical assistance:** A training and technical assistance (TTA) provider has already been identified by OJJDP to support Purpose Area 9 grantees at no cost to the grantees. Applicants should not include requests for funding to support onsite training consultants as this will be managed by the existing TTA provider.

**Travel:** Applicants must budget travel costs for attendance at the following Purpose Area 9-specific trainings:

Two Purpose Area 9-specific training events for two people for three days (for budgeting purposes, please use Washington, D.C., as the location for these meetings).

**Other:** OJJDP requires all newly awarded grantees to attend a mandatory online orientation meeting via webinar during the first year of the project. OJJDP also requires grantees to attend the biennial tribal youth national conferences that occur during their project period.

In addition, in the first year of the project, OJJDP will provide newly funded grantees intensive training and technical assistance to help them develop a comprehensive strategic plan and the capacity to collect and utilize performance management and program evaluation data.

**Performance measurement:** In addition to collecting the appropriate project-specific data, grantees will be required to submit data to OJJDP for performance measurement. See the following links for more information:

<https://ojjdp.ojp.gov/funding/grant-performance-measurement/fiscal-year-2021-performance-measures>  
[Tribal Youth Program Performance Measures \(ojp.gov\)](https://www.ojp.gov/tribal/youth-program-performance-measures)

To build your Purpose Area 9 narrative, use the provided template located at <https://www.justice.gov/tribal/open-solicitations>.

## **Budget Information**

**If you do not see the drop down/category for the required documents, you may upload the required document in the Other Attachments category. DOJ recommends that uploaded files be clearly named to indicate the applicant tribe's name and the file contents to ensure that reviewers can easily locate application documents. For example, a file may be saved as "[Tribe]. Purpose Area1 Narrative.doc".**

## **Indirect Cost Rate Agreement (if applicable)**

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

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

Financial Management and System of Internal Controls Questionnaire (including applicant disclosure of high risk status) (Required for PAs 2, 3, 4, 6, 8, and 9)

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

## **Memoranda Of Understanding Additional Application Components**

### **Disclosure of Process Related to Executive Compensation**

If applicable, applicants will submit a description of the process used to determine compensation by uploading the document and an attachment in JustGrants. See the “Application Attachments” section of the [OJP Grant Application Resource Guide](#) for additional information.

### **Applicant Disclosure of High Risk Status for any Applicant Requesting Funding under CTAS:**

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

### **Applicant Disclosure of Pending Applications and Active Awards:**

Applicants are required to disclose whether they have pending applications for federally funded grants or subgrants (including cooperative agreements) or active awards that include continuation funding to support the same project being proposed under this solicitation and to cover the identical cost items outlined in the budget narrative and worksheet in the application under this solicitation. The disclosure should include both direct applications/awards for federal funding (e.g., applications to federal agencies) and indirect applications/awards for such funding (e.g., applications to state agencies that will subgrant federal funds).

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

Applicants will complete the JustGrants web-based Applicant Disclosure of Pending Applications form. See the [OJP Grant Application Resource Guide](#) for additional information.

### **Template:**

If an application fails to comply with the length-related guidance stated for the Tribal Community and Justice Profile and the Purpose Area Narrative(s), this noncompliance may be considered in peer review and final award decisions.

DOJ recommends that uploaded files be clearly named to indicate the applicant tribe's name and the file contents to ensure that reviewers can easily locate application documents. For example, a file may be saved as "[Tribe]. Purpose Area1 Narrative.doc".

All other attachments—such as letters of support, résumés, and job descriptions for unfilled positions—should use descriptive file names and should identify the specific purpose area in the attachment(s)

The applicant may enter as much or as little text as needed for each question in the Purpose Area Narrative template as long as the total length of the entire Purpose Area Narrative does not exceed the limit for each purpose area. (See each Purpose Area Narrative template for specific limits.)

Applicants must double space and use a 12-point font size. (See Purpose Area Narrative templates for additional guidance.)

For all supporting documents pertaining to the Coordinated Tribal Assistance Solicitation, visit <https://www.justice.gov/tribal/open-solicitations>.

### **Tribal Authorizing Resolution**

Tribal Authority to Apply for Grants under CTAS:

For FY 2022 CTAS, only tribal consortia applying on behalf of multiple tribes or designees applying on behalf of a tribe, where allowable, will be asked to submit documentation reflective of their legal authority to apply for funds under CTAS on behalf of the designating tribe(s).

Regarding a **tribal consortium** application, the applicant must submit documentation that the consortium has the authority to apply, as described above, on behalf of each tribal consortium member, unless existing consortium bylaws or other tribal governance documents allow action without explicit authorization from the member tribes in the consortium. In that case, a copy of the bylaws or other governance documents that allow the tribal consortium's action without explicit support from all consortium members must be included with the application. **This documentation must be current, must be sufficient to demonstrate authority for the application, must contain authorized signature(s), and must be submitted by the application deadline, March 22, 2022.**

If the applicant is a **tribal designee**, it is eligible to apply only under Purpose Area 6 OVC Children's Justice Act Partnerships for Indian Communities. For this purpose area, the applicant will need a tribal resolution or other satisfactory evidence of legal authority from the tribe as part of the application, which must (1) authorize the applicant to submit an application on behalf of the federally recognized Indian tribe and (2) state the tribe's support for the project and its commitment to participate in the project if it is selected for funding. **This resolution or other satisfactory evidence of legal authority must be current, must be sufficient to demonstrate authority for the application, must contain authorized signature(s), and must be submitted by the application deadline, March 22, 2022.**

## **Timeline Form**

### **Application Timeline(s) (5% of application score)**

The applicant is encouraged to use a single, detailed timeline for all purpose areas under which the applicant is requesting funding. The timeline should include the entire period of the grant activities to include performance goals, project milestones and activities, and completion dates. It should assign responsibility and expected completion of each task by year and then by month or quarter for the duration of the award. Use "Year 1," "Month 1," "Quarter 1," etc., not calendar dates. Grantees will be expected to update their timeline when changes occur throughout the life of the award(s). The timeline template is located at <https://www.justice.gov/tribal/open-solicitations>. **Please attach the timeline as an attachment under the Additional Application Components Section.**

The Project/Program Timeline submission will be rated on the following criteria:

- How well the proposed goals, objectives, and activities clearly tie into the program or project design and support a feasible approach
- The extent to which the timeline is complete and all activities can be reasonably completed within the award period and with the resources allocated

## **Disclosure And Assurance**

### **Disclosure Of Lobbying Activities**

Applicants that request more than \$100,000 under any CTAS purpose area are required to complete and submit Form SF-LLL (Disclosure of Lobbying Activities) with their FY 2022 CTAS applications. Access to funds may be withheld if this form is not submitted.

Applicants will complete and submit the SF-LLL in Grants.gov. See the [OJP Grant Application Resource Guide](#) for additional information. An applicant that does not expend any funds for lobbying activities is to enter "N/A" in the text boxes for item 10 ("a. Name and Address of Lobbying Registrant" and "b. Individuals Performing Services").

Consistent with 31 U.S.C. 1352 (and 28 C.F.R. part 69), applicant "Indian tribes" and "tribal organizations" generally are not required to submit Form SF-LLL. (See 31 U.S.C. 1352(g).) "Indian tribes" and "tribal organizations," as 31 U.S.C. 1352 defines those terms, still must obtain any required lobbying disclosure forms and certifications from a subrecipient (at any tier) or contractor (and subcontractor(s)) receiving more than \$100,000 in DOJ award funds that is not an "Indian tribe" or "tribal organization." A CTAS grantee must forward to the DOJ awarding agency any subrecipient, contractor, or subcontractor lobbying disclosure form it is required—by law under 31 U.S.C. 1352—to obtain.

See the DOJ Grants Financial Guide for information on lobbying restrictions, and on lobbying restriction and certification requirements.

Access the form (SF-LLL) at <http://www.ojp.gov/funding/Apply/Resources/Disclosure.pdf>.



## Certified Standard Assurance

### Certs Regarding Lobbying

Must be accepted in JustGrants.

### How to Apply

Submit an application by following the two-step process below.

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

**Step 2:** Applicants will submit the full application, including attachments, in JustGrants at <https://justicegrants.usdoj.gov>.

To be considered timely, an application must be submitted by the application deadline using JustGrants, and the applicant must have received a validation message from Grants.gov that indicates successful and timely submission. DOJ encourages 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.

DOJ encourages applicants to review the “How To Apply” section in the [OJP Grant Application Resource Guide](#).

DOJ may not make a federal award to an applicant until the applicant has complied with all applicable DUNS and SAM requirements. If an applicant has not fully complied with the requirements by the time the federal awarding agency is ready to make a federal award, the federal awarding agency may determine that the applicant is not qualified to receive a federal award and use that determination as a basis for making a federal award to another applicant.

### Submission Dates and Time

Application submission deadline:

- Applications will be submitted in Grants.gov by March 10, 2022 at 8:59 pm EST. OJP urges applicants to submit applications at least 72 hours prior to the application due date to allow time for the applicant to receive validation messages or rejection notifications from Grants.gov and to correct in a timely fashion any problems that may have caused a rejection notification.
- The full application will be submitted in JustGrants by March 22, 2022 at 8:59 pm EST.
- For applicants without internet access only: Contact the Response Center at 800-421-6770 no later than February 26, 2022, to discuss how to submit an application by alternative means.

## Late Submissions:

DOJ offers a process for CTAS applicants to provide advance notice to DOJ if submission of their application will be delayed due to unforeseen Grants.gov or JustGrants technical issues. **Applicants must provide notice via email or phone prior to the close of the solicitation. If applicants do not provide advance notice to DOJ about an issue that may cause a delay in the submission of the application, then the application will not be considered for funding.** If applicants follow the steps outlined below, late submission may be considered. An extension of deadlines is not guaranteed.

If you experience unforeseen Grants.gov or JustGrants technical issues beyond your control which prevent you from submitting your application by the deadline, **please immediately contact the JustGrants service desk** (email [JustGrants.Support@usdoj.gov](mailto:JustGrants.Support@usdoj.gov) or call 833-872-5175) to **create a record of the issue before 8:59 p.m. ET.** You must also contact the Response Center (800-421-6770) **before the solicitation closes at 8:59 p.m. and email the CTAS excel budget worksheet/budget narrative, tribal justice and community profile document, the timeline document, and the applicable Purpose Area(s) narrative document(s) to [tribalgrants@usdoj.gov](mailto:tribalgrants@usdoj.gov) by the 8:59 p.m. ET deadline.** Your email to the Response Center should include, your DUNS number and a JustGrants service desk ticket number(s). After DOJ reviews all of the information submitted as well as contacting the Grants.gov or JustGrants service desk to validate the technical issues you reported, DOJ will contact you to either approve or deny your emailed application. If the technical issues you reported cannot be validated, your application will be rejected. Any requests to submit applications due to technical issues after the 8:59 p.m. deadline will be rejected as untimely.

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

The following conditions generally are insufficient to justify late submissions:

- Inability to register in SAM, Grants.gov, or JustGrants in sufficient time (SAM registration and renewal can take as long as 10 business days to complete.)
- Inability to follow Grants.gov or JustGrants instructions on how to register and apply.
- Inability to follow each instruction in the DOJ solicitation.
- Technical issues with the applicant's computer or information technology environment such as issues with firewalls.

## Extraordinary natural or manmade disasters

In cases of extraordinary natural or manmade disasters, such as extreme weather emergencies or terrorist acts, applicants may request to submit applications up to 7 calendar days late by sending an email to [tribalgrants@usdoj.gov](mailto:tribalgrants@usdoj.gov). The message should specify the nature of the disaster and how it affected the applicant's ability to submit an application on time. The email message must be sent by the 8:59 p.m. ET deadline or as soon as possible given the specific emergency.

## **Application Review Information**

### **Review Criteria**

Applications will be scored as follows (see the “What an Application Should Include” section and the application checklist for complete application contents, including items that are not scored):

- a. Tribal Community and Justice Profile (20% of application score) \*\*
- b. Purpose Area Narrative for each purpose area for which the applicant is applying (60% of application score) \*\*
- c. Budget Detail Worksheet and Narrative (15% of application score) \*\*
- d. Application Timeline (5% of application score)

Items noted by \*\* (double asterisks) MUST be included in the application submission in order for it to meet the minimum requirements to advance to peer review and receive consideration for funding. An application that does not include the attachments noted by \*\* at the time of application will neither be peer reviewed, nor will the application receive further consideration.

### **Review and Selection Process**

DOJ is committed to ensuring a fair and open process for making awards. Peer reviewers will be reviewing the applications submitted under this solicitation that meet eligibility and minimum requirements. Each relevant DOJ component may use either internal peer reviewers, external peer reviewers, or a combination to review the applications under this solicitation. An external peer reviewer is an expert in the field of the subject matter of a given grant program who is not a current federal employee. An internal reviewer is a current federal employee who is well versed or has expertise in the subject matter of the particular grant program. Applications that meet eligibility and minimum requirements will be evaluated, scored, and rated by peer reviewers. Peer reviewers’ ratings and any resulting recommendations are advisory only, although their views are considered carefully.

Prior to award, applications for potential awards will receive a financial integrity review to evaluate the fiscal integrity and financial capability of applicants and to examine proposed costs and the extent to which the Budget Worksheet and Narrative accurately support and explain project costs. This review also will assess whether costs are reasonable, necessary, and allocable under applicable federal cost principles and agency regulations. This financial review will be either conducted by DOJ officials in consultation with the applicable DOJ component or directly conducted by the DOJ component’s staff. DOJ will also take into consideration the total amount of funding requested and the capacity of the tribe to manage the funds.

In addition, prior to making an award greater than the simplified acquisition threshold (currently set at \$250,000), any information about applicants that is in the designated integrity and performance system accessible through the System for Award Management (SAM) will be reviewed and considered. An applicant may review and comment on any information about the applicant in SAM that a federal awarding agency previously entered in the designated integrity and performance system, and such applicant comments will also be reviewed and considered.

Past performance with DOJ grant funding will be considered in this review process. Past performance review may include a reduction in score for prior poor performance. Factors that may be included in the past performance review are whether progress reports demonstrate effectiveness of the project, whether past activities of the applicant have been limited to program purpose areas, and the extent to

which the applicant has adhered to all special conditions in the prior awards. In addition, the extent to which the applicant has complied with programmatic and financial reporting requirements, the extent to which the applicant has completed closeout of prior awards in a timely manner, whether the applicant has received financial clearances in a timely manner, whether the applicant has resolved any issues identified in an audit or onsite monitoring visit in a timely manner, whether the applicant has adhered to single audit requirements, and the extent to which the applicant has spent prior grant funds in a timely manner will be examined.

Absent explicit statutory authorization or written delegation of authority to the contrary, all final award decisions will be made by the head of the DOJ awarding agency (i.e., by the head of OJP or COPS Office, as applicable), who may also give consideration to factors including applicants' prior completion of a strategic plan under a Purpose Area 2 award, prior funding history, current award balances, underserved populations, population served, geographic diversity, strategic priorities (such as expanded jurisdictional responsibilities in Oklahoma and rural areas including Alaska), past programmatic performance, **significant concerns of DOJ components regarding ability of the applicant to administer federal funds**, and available funding when making awards.

The Department of Justice is committed to advancing work that promotes civil rights, increases access to justice, supports crime victims, protects the public from crime and evolving threats, and builds trust between law enforcement and the community. For all FY 2022 solicitations, applicants should consider these priorities and address them within their applications as applicable.

## **Federal Award Administration Information**

### **Federal Award Notices**

CTAS award notifications will be sent from JustGrants. Recipients will complete the entire process of reviewing and accepting the award within JustGrants. All of the Award Package information is available on one screen, along with a Work Queue that calls out awards requiring response. Recipients will be required to log in; accept any outstanding assurances and certifications on the award; assign a Financial Manager, a Grant Award Administrator, and an Authorized Representative(s) for each award; and review and accept the award.

DOJ may elect to fund applications submitted under this FY 2022 solicitation in future fiscal years, dependent on, among other considerations, the merit of the applications and on the availability of appropriations

### **Administrative, National Policy, and Other Legal Requirements**

If selected for funding, in addition to implementing the funded project consistent with the agency-approved project proposal and budget, the recipient must comply with award terms and conditions and other legal requirements, including DOJ regulations or other federal laws that will be incorporated into the award by reference or are otherwise applicable to the award. DOJ strongly encourages prospective applicants to review the information pertaining to these requirements prior to submitting an application. More information about these requirements can be found at the [OJP Grant Application Resource Guide](#), and for the COPS Office, visit <https://cops.usdoj.gov/grants>.

Please note in particular the following two documents that applicants will accept in JustGrants at the time of application. Each details the legal requirements for which applicants must provide specific assurances and certifications of compliance. Applicants may find these documents at <https://www.justice.gov/tribal/open-solicitations>.

- Certifications Regarding Lobbying; Debarment, Suspension and Other Responsibility Matters; and Drug-Free Workplace Requirements (<https://www.justice.gov/tribal/open-solicitations>)
- Standard Assurances (<https://www.justice.gov/tribal/open-solicitations>)

Upon award approval, DOJ will electronically transmit the award document to the prospective award recipient. In addition to other award information, the award document contains award terms and conditions that specify national policy requirements with which recipients of federal funding must comply; uniform administrative requirements, cost principles, and audit requirements; and program-specific terms and conditions that are based on the applicable program (statutory) authority or requirements set forth in DOJ solicitations and program announcements, and other requirements which may be attached to appropriated funding. For example, certain projects may call for special requirements, terms, or conditions relating to intellectual property; data or information sharing or access; information security or audit requirements, expenditures, and milestones; or publications or press releases. DOJ also may place additional terms and conditions on an award based on its risk assessment of the applicant or for other reasons it determines necessary to fulfill the goals and objectives of the program.

DOJ expects that all (or virtually all) DOJ awards made in FY 2022 will also include the text of certain other conditions, such as administrative conditions, as outlined in the "[Overview of Legal Requirements Generally Applicable to OJP Grants and Cooperative Agreements - FY 2021 Awards](#)." For applicants applying to Purpose Area 1 (COPS Office), please see the FY 2022 COPS Tribal Resources Grant Program (TRGP) TRGP Hire and TRGP Equipment/Training Award Terms, Conditions, and Additional Requirements at <https://cops.usdoj.gov/grants>

As stated earlier, DOJ anticipates that it may make some awards from this solicitation in the form of cooperative agreements. Cooperative agreement awards include standard "federal involvement" conditions that describe the general allocation of responsibility for execution of the funded program. Generally stated, under cooperative agreement awards, responsibility for the day-to-day conduct of the funded project rests with the recipient in implementing the funded and approved proposal, budget, and the award terms and conditions. Responsibility for oversight and redirection of the project, if necessary, rests with DOJ.

In addition to any "federal involvement" condition(s), DOJ cooperative agreement awards include a condition specifying certain reporting requirements in connection with conferences, meetings, retreats, seminars, symposium, training activities, or similar events funded under the award, consistent with DOJ policy and guidance on conference approval, planning, and reporting.

### **General Information about Post-Federal Award Reporting Requirements**

In addition to the deliverables described in the Program Description section, 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, periodic (either quarterly, annual or semi-annual, depending on the purpose area), performance 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. Future awards and fund drawdowns may be withheld if reports are delinquent. (In appropriate cases, OJP may require additional reports.)

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

## **Federal Awarding Agency Contact(s)**

For specific federal awarding agency contact(s), please contact the Response Center at 800-421-6770 or via email at [tribalgrants@usdoj.gov](mailto:tribalgrants@usdoj.gov). The Response Center's hours of operation are Monday-Friday from 9:00 a.m. to 5:00 p.m. ET, except federal holidays (<https://www.opm.gov/policy-data-oversight/pay-leave/federal-holidays/#url=2021>).

## **Application Checklist**

Before submitting your application, applicants should address the following:

### **Eligibility:**

- Federally recognized Indian Tribe (1) or
- Tribal consortium or
- Organization that is acting as the authorized designee of a federally recognized tribe (Purpose Area 6 only)

In addition to these, some purpose areas have specific eligibility criteria noted.

### **Registration:**

- Acquire a DUNS number if the applicant organization does not already have a DUNS number.
- Acquire or renew registration with the System for Award Management (SAM) database. **Note:** Applicants must update or renew their SAM registration at least once per year to maintain an active status.

### **Application submission deadline:**

#### **Grants.gov Deadline: March 10, 2022 at 8:59 p.m. EST**

- Applications are due by 8:59 p.m. EST on Tuesday, **March 22, 2022.**
- Applicants should submit their applications at least 72 hours prior to the application deadline.
- For applicants without internet access only: Contact the Response Center at 800-421-6770 no later than February 15, 2022, to discuss how to submit an application by alternative means.

**IMPORTANT NOTICE: Each tribe or tribal consortium will be allowed only one application submission.**

If a tribe or tribal consortia submits more than one application, only the final application will be considered in the review process.

A tribe may apply as part of a consortium and also submit its own independent application, provided that the independent application is for funding of activities that are distinct from those activities for which the tribal consortium has applied.

The application must contain:

- Tribal Community and Justice Profile
- Purpose Area Narrative(s). Include a separate narrative for each purpose area under which the applicant is applying.
- Proposal Abstract: A proposal abstract (no more than 400 words) summarizing the proposed project, including primary activities, products and deliverables, the service area, and who will benefit from the proposed project **will be completed in the JustGrants web-based form.**
- Application timeline(s) document. This single attachment should contain a timeline for each purpose area applied for.
- One Budget Workbook, including the Budget Worksheet and Budget Narrative. The workbook should contain a proposed Budget Worksheet and Budget Narrative for each purpose area for which funds are being requested.

Purpose Area 1 Demographic Questions (PA 1 applicants only)

The PA 1 Demographic questions are designed to capture the unique characteristics of each tribe in order to paint a more detailed picture of each tribe's strengths and challenges. Each applicant applying for Purpose Area 1 should answer the questions in its entirety. If the applicant is unable to answer all or part of the form, an explanation for the missing information should be provided in the available space.

**The demographic questions should be answered within JustGrants.**

- **Tribal Authority to Apply Documentation/Tribal Resolution** (tribal consortia and designees only)

**Additional Attachments:**

- Applicant Disclosure of High Risk Status
- Applicant Disclosure of Pending Applications
- Disclosure of Lobbying Activities (if applicable)
- Indirect Cost Rate agreement (if applicable)
- Financial Management and System of Internal Controls Questionnaire (for any applicant requesting funding under Purpose Areas 2, 3, 4, 6, 8, or 9)

Other attachments as necessary (letters of support, résumés, job descriptions for unfilled positions, Memoranda of Understanding).

See the Listing of Purpose Areas for specific application requirements by purpose area.

**Format for timeline:**

See application timeline template at <https://www.justice.gov/tribal/open-solicitations>.

Note that the following supporting documents are available at <https://www.justice.gov/tribal/open-solicitations>:

- Sample general and purpose specific templates
- Table of statutory authority and other CTAS FY 2022 Legal documents
- Information about the U.S. Department of Justice and the grant-making offices offering funding through this solicitation
- CTAS General and Purpose Area Specific Factsheets
- In-depth information on the funding available through CTAS for FY 2022
- Other miscellaneous supporting documents for CTAS FY 2022
- CTAS FY-2022 Pre-application Webinar Schedule
- General FAQs

(1) See 25 U.S.C. § 5304(e) which, for purposes of this solicitation, provides the applicable definition of “Indian tribe.”