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The U.S. Department of Justice (DOJ) is pleased to announce that it 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 develop a comprehensive and coordinated approach to public safety and victimization issues and to apply for funding. 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 2014 Competitive Grant Announcement

Eligibility

It is very important that applicants review this information carefully. Applications that are submitted by non-eligible entities will be removed from further consideration during an initial review process.

Only federally-recognized Indian Tribal governments, as determined by the Secretary of the Interior, may apply. This includes Alaska Native villages and Tribal consortia consisting of two or more federally-recognized Indian Tribes. Tribal designees are eligible participants for certain activities related to DOJ Office on Violence Against Women and Office for Victims of Crime Programs. (See page ii for a list of additional eligibility criteria and exceptions by Purpose Area.) To access a current list of federally-recognized Tribes, see 78 Federal Register 26384 (Monday, May 6, 2013) at www.gpo.gov/fdsys/pkg/FR-2013-05-06/pdf/2013-10649.pdf.

DOJ may elect to make awards for applications submitted under this solicitation in future fiscal years, dependent on the merit of the applications and on the availability of appropriations.

Eligibility Exceptions:

Purpose Area #1 (COPS Public Safety and Community Policing): Under this Purpose Area only, applicants must have an established law enforcement agency that is operational as of March 24, 2014, which is the close of this application, or receive services through a new or existing contract for law enforcement services with the Bureau of Indian Affairs (BIA) or a state or local agency.

Purpose Area #5 (OVW Violence Against Women Tribal Governments Program): A federally-recognized Tribe or an organization that is acting as the **authorized designee** of a federally-recognized Indian Tribe may apply. If the applicant is a **Tribal designee** under Purpose Area #5, OVW Violence Against Women Tribal Governments, the applicant will need a Tribal resolution, or equivalent legal enactment, from the Tribe as part of the application which should 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 equivalent legal enactment must be current, must be sufficient to demonstrate authority for the application, must contain authorized signature(s), and must be submitted by the application due date.**

In addition, applicants that received OVW Tribal Governments Program funding in FY 2012 and/or FY 2013 are not eligible to apply for new funding or continuation funding with regard to the FY 2012 and/or FY 2013 awards. Applicants with OVW Tribal Governments Program awards from FY 2011 or earlier generally are eligible to apply for Purpose Area 5 funding in FY 2014; however, eligibility may be limited as follows based on the amount of funding remaining in the applicant's FY 2011 or earlier award:

- **If the applicant has 70% or more of funds remaining in the award as of March 24, 2014, it is not eligible for FY 2014 funding in this program.**
- **If the applicant has 50-69% of funds remaining in the award as of March 24, 2014, the amount of funding may be reduced from the requested amount.**
- **If the applicant has 49% or less remaining in the award as of March 24, 2014, it is fully eligible.**

Purpose Areas #6 (OVC Children's Justice Act Partnerships for Indian Communities Program): A federally-recognized Tribe <u>or</u> an organization that is acting as the **authorized designee** of a federally-recognized Indian Tribe may apply. If the applicant is a **Tribal designee** under Purpose Area #6, OVC Children's Justice Act Partnerships for Indian Communities (CJA) Program, the applicant will need a Tribal resolution, or equivalent legal enactment, from the Tribe as part of the application which should 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 equivalent legal enactment must be current, must be sufficient to demonstrate authority for the application, must contain authorized signature(s), and must be submitted by the application due date.** Additionally, under this Purpose Area, CTAS FY 2013 CJA Program awardees are <u>not eligible</u> to apply for CTAS FY 2014 Purpose Area #6, CJA Program.

Purpose Area #7 (OVC Comprehensive Tribal Victim Assistance Program): A federally-recognized Tribe <u>or</u> an organization that is acting as the **authorized designee** of a federally-recognized Indian Tribe may apply. If the applicant is a **Tribal designee** under Purpose Area #7, OVC Comprehensive Tribal Victim Assistance (CTVA) Program, the applicant will need a Tribal resolution, or equivalent legal enactment, from the Tribe as part of the application which should 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 equivalent legal enactment must be current, must be sufficient to demonstrate authority for the application, must contain authorized signature(s), and must be submitted by the application due date.** Additionally, under this Purpose Area, FY 2013 CVTA Program awardees are not eligible to apply for FY 2014 Purpose Area #7, CVTA Program.

Purpose Area #8 (OJJDP Tribal Juvenile Accountability Discretionary Grant Program – TJADG): Under this Purpose Area, active TJADG awardees (i.e., federally-recognized tribes with a TJADG grant award end date later than October 1, 2014) are not eligible to apply. This includes active grantees that request a no-cost extension beyond October 1, 2014.

Purpose Area #9 (OJJDP Tribal Youth Program – TYP): Under this Purpose Area, active TYP awardees (i.e., federally-recognized tribes with a TYP grant award end date later than October 1, 2014) are not eligible to apply. This includes active TYP grantees that request a no-cost extension beyond October 1, 2014.

Deadline

All applications must be submitted through the DOJ's online Grants Management System (GMS). There are two steps: 1) registering in GMS; and 2) applying and submitting an application in GMS.

Registration: Applicants must register with GMS prior to submitting an application. An applicant will not be able to submit an application without registering in GMS before the application deadline of **7:00 p.m. eastern time (ET) on March 24, 2014**. ***Applicants should begin the registration process immediately to meet the GMS registration deadline, especially if this is the first time using the system. It is strongly recommended that applicants register early, but no later than Tuesday, March 4, 2014 in order to resolve difficulties well in advance of the application deadline.***

Note: This solicitation will be available in GMS from December 16, 2013 through March 24, 2014.

Application Submission: The deadline for submitting applications in response to this grant announcement is **7:00 p.m. ET on Monday, March 24, 2014**. Applications submitted after **7:00 p.m. ET on March 24, 2014**, will not be considered for funding.

Refer to "How to Apply" for more information on how to register with GMS on page 36.

Note: If Internet access is not available to submit an application electronically to GMS, contact the Response Center at 1–800–421–6770 no later than Monday, February 24, 2014, to request instructions on how to submit an application by alternative means.

IMPORTANT WARNING! Each Tribe or Tribal consortium will be allowed only one application submission. An application can be revised in GMS until the application deadline, **7:00 p.m. ET, Monday, March 24, 2014**. Please note that only the final version of an application submitted in GMS will be considered.

If a Tribe 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 this independent application is for funding for activities that are distinct from those activities for which the Tribal consortium has applied.

Contact Information

Technical Assistance for Submitting an Application: Contact the GMS Support Hotline at 1–888–549–9901, option 3, or via e-mail at GMSHelpDesk@usdoj.gov. The GMS Support Hotline hours of operation are Monday–Friday from 6:00 a.m. to 12:00 midnight ET, except U.S. federal government holidays.

Solicitation Requirements Programmatic and General Assistance: Contact the Response Center at 1–800–421–6770 or via e-mail at 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 U.S. federal government holidays.

Solicitation Documents: Visit the Tribal Justice and Safety website for all supporting documents pertaining to the Coordinated Tribal Assistance Solicitation (www.justice.gov/tribal).

Release Date: December 16, 2013

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Coordinated Tribal Assistance Solicitation

A. Overview

In 2009, based on a series of meetings across the country addressing violent crime in Tribal communities, the DOJ made the decision to decrease the number of applications Tribes and Tribal consortia were required to submit to receive grant funds from the U.S. Department of Justice (DOJ). In 2010, DOJ launched its first-ever Coordinated Tribal Assistance Solicitation (CTAS) combining DOJ's existing Tribal government-specific competitive solicitations into one, and thus requiring only one application from each Tribe or Tribal consortium. This approach provides federally-recognized Tribes and Tribal consortia the opportunity to develop a comprehensive approach to public safety and victimization issues.

Over the past four years, through numerous meetings, Tribal written comments, face-to-face Tribal consultation, focus groups, and listening sessions, with the latest having occurred in FY 2013 at the Tribal Justice, Safety and Wellness Session held in October 2012 in Tulsa, Oklahoma, the DOJ continues to further refine CTAS. Additionally, DOJ circulated an assessment tool to Tribes each year in order to gather feedback about their experiences applying for CTAS.

The DOJ incorporated feedback from the Tribal meetings, consultations, and the assessment tool and made the following **changes to this FY 2014 CTAS**:

- The question-and-answer templates have been coordinated and refined across Purpose Areas to ensure more uniformity and cohesiveness and to reduce duplication.
- The strategic planning program has been expanded and also provides an opportunity for successful grantees who submit an approved strategic plan to have an opportunity to request funding in future years to implement the strategic plan.
- The Office on Violence Against Women (OVW) Tribal Sexual Assault Services Program will continue to be administered separate from CTAS.[1]
- Due to limited funding, DOJ will not be making awards under Purpose Area #4 for new construction projects for justice system facilities in FY 2014. Awards will be focused on renovation.
- The Bureau of Justice Assistance (BJA) will not award any planning grants under Purpose Area #4. Applicants interested in justice system planning efforts are encouraged to apply under Purpose Area #2.
- Applicable Purpose Areas have been updated to allow activities related to Tribal jurisdiction over non-Indian perpetrators of domestic violence on Tribal lands, as authorized through the Violence Against Women Reauthorization Act of 2013.

[1] OVW consulted with tribes on the best way to manage the Tribal Sexual Assault Services Program funding and has decided to issue a separate solicitation for this program. This will allow tribes, tribal organizations, and tribal nonprofit organizations to apply directly for funding. For more information, see the solicitation when it is posted at www.ovw.usdoj.gov. If you are interested in applying through CTAS for sexual assault services for adults or adolescents, we encourage you to consider applying for Purpose Area (PA) #5, the OVW Violence Against Women Tribal Governments Program, and/or PA #7, the OVC Comprehensive Tribal Victim Assistance Program. If you are interested in applying for sexual assault services for children, we encourage you to consider applying for PA #6, the OVC Children's Justice Act Partnerships for Indian Communities or PA #7, the OVC Comprehensive Tribal Victim Assistance Program.

- The Budget Detail Worksheet for Purpose Area #1, which is administered by the Office of Community Oriented Policing Services (COPS Office), has been redesigned.

In FY 2013, 237 Tribes (individually or as part of a consortium) submitted applications, resulting in the DOJ funding nearly 200 grant awards. The awards covered nine Purpose Areas, totaling over $90 million.

As in the previous four fiscal years, this FY 2014 solicitation refers to DOJ's Tribal government-specific competitive grant programs as "Purpose Areas." Applicants may select the Purpose Area(s) that best address Tribes' concerns related to public safety, criminal and juvenile justice, and the needs of victims/survivors of domestic violence, sexual assault, and other forms of violence.

In response to a single Tribal or Tribal consortium application requesting funds from multiple Purpose Areas, multiple awards may be made. Purpose Areas may be funded and administered by different DOJ program offices (see Part C "Purpose Areas—Snapshot," which identifies the DOJ program office that manages each Purpose Area). DOJ anticipates that grants will be managed by the awarding DOJ program office.

In some cases, funding streams from different DOJ components may be combined into a single Purpose Area for the purposes of the application. In the event that a Tribe or Tribal consortium receives two separate awards under that Purpose Area, those grant funds must be maintained separately and all required reports for each awarded grant must be filed with the applicable DOJ component.

Changes to DOJ grant programs enacted with the passage of the Tribal Law and Order Act (TLOA) continue to be incorporated into this solicitation. For more information regarding TLOA, visit www.justice.gov/tribal.

In addition to the CTAS coordinated approach for funding for FY 2014, federally-recognized Tribes and Tribal consortia may be eligible for and are encouraged to submit separate applications to any non-Tribal government-specific DOJ grant programs for which they may be eligible. For information on additional funding sources, go to www.grants.gov and the web sites of individual federal agencies.

The DOJ components offering Tribal government-specific grant resources through the nine Purpose Areas identified in this Coordinated Tribal Assistance Solicitation are listed below. For more information on each component, see www.justice.gov/tribal.

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

B. Frequently Asked Questions (FAQs)

For further information on this solicitation's requirements and supporting documents, see the FAQs at www.justice.gov/tribal. The FAQs will be updated as necessary. It is highly recommended that prospective applicants visit www.justice.gov/tribal for updates.

C. Purpose Areas—Snapshot

DOJ's Tribal government-specific competitive grant programs outlined in this solicitation are referred to as Purpose Areas. Applicants may apply for funding under the Purpose Area(s) that best addresses Tribes' concerns related to public safety, criminal and juvenile justice, and the needs of victims/survivors of domestic violence, sexual assault, and other forms of violence. Below is a snapshot of the Purpose Areas. See detailed information for each Purpose Area in Part F.

1. Public Safety and Community Policing (COPS)

2. Comprehensive Tribal Justice Systems Strategic Planning (BJA)

3. Justice Systems, and Alcohol and Substance Abuse (BJA)

4. Corrections and Correctional Alternatives (BJA)

5. Violence Against Women Tribal Governments Program (OVW)

6. Children's Justice Act Partnerships for Indian Communities (OVC)

7. Comprehensive Tribal Victim Assistance Program (OVC)

8. Juvenile Justice (OJJDP)

9. Tribal Youth Program (OJJDP)

D. What an Application Should Include

This section describes what an application should include and required elements. Applicants should anticipate that failure to submit an application that contains all of the specified elements may negatively affect the review of the application; and, should a decision be made to make an award, it may result in the inclusion of special conditions that preclude access to or use of award funds pending satisfaction of the conditions.

It is the applicant's responsibility to ensure that its application is complete and submitted by the deadline. In order to be considered for funding, applicants should ensure that their application:

1. Is submitted by the deadline
2. Meets the eligibility criteria
3. Includes the following:
    I. Tribal Community & Justice Profile (30%)**
        a. Executive Summary
        b. Tribal Narrative Profile
    II. Purpose Area Narrative for each Purpose Area for which the applicant is applying (50%)**
    III. Project/Program Timeline for each Purpose Area for which the applicant is applying or one combined timeline for all Purpose Areas for which the applicant is applying (5%)
    IV. Budget Detail Worksheet and Narrative including Demographic Form (15%)**
    V. Tribal Authority to Apply Documentation

VI. Indirect Cost Rate Agreement (if applicable)
VII. Other Attachments (as needed)

****Items noted by ** (double asterisks) <u>MUST</u> be included in the application submission in order to meet the basic minimum requirements (BMR) to advance to peer review and consideration for funding. Applications that do not include the attachments noted by ** at the time of application will not be peer reviewed and will not be eligible to receive funding.**

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

DOJ strongly recommends that uploaded files are clearly named so as to indicate the applicant Tribe(s) and the file contents to ensure that reviewers can easily locate application documents. All other attachments, such as letters of support, resumes, and job descriptions for unfilled positions, should use descriptive file names and should have the specific Purpose Area identified on the attachment(s).

An application should include:

I. Tribal Community & Justice Profile** (30% of application score)

The Tribal Community & Justice Profile consists of two parts:
a) Executive Summary
b) Tribal Narrative Profile

a. Executive Summary (5%)

In 1-2 pages, the Executive Summary should identify the problem(s) the Tribe seeks to address, the strategy to address the problem(s), and the Purposes Area(s) being requested to address the problem(s). Find the Executive Summary Template here.

b. Tribal Narrative Profile (25%)

The Tribal Narrative Profile is designed to allow the Tribe to describe its community strengths, resources, challenges, and needs. The applicant may enter as much or as little text as needed to fully describe the community as long as the total number of pages for the entire Tribal Narrative Profile does not exceed 15 pages. Remember that the individuals reviewing the application may not be familiar with the community so descriptions should be as clear and detailed as possible. Be sure that every question is answered. If there are questions that you are unable to answer, provide an explanation of why the information is unavailable. Find the Tribal Narrative Profile Template here.

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 & Justice Profile

Applicants should use the provided templates located in GMS to build their Tribal and Community Justice Profile.

II. Purpose Area Narrative(s)** (50% of application score)

Applicants must submit a **separate narrative for each Purpose Area** to which they are applying. Narratives will be reviewed and evaluated based on the responses to the specific topics/questions included for that Purpose Area template. Using a series of questions the template for each Purpose Area covers the following topics:

a) Problem identification and problem solving strategy
b) Project/program design and implementation
c) Capabilities and competencies
d) Impact/outcomes and evaluation/plan for collecting data for performance measures, as applicable

Each Purpose Area has a separate template designed to address the unique focus and requirement of the Purpose Area. Applicants should ensure the Purpose Area project goals described in their proposal are consistent with the allowable goals and activities outlined in the solicitation.

The applicant may enter as much or as little text as needed for each question in the Purpose Area template as long as the total number of pages for the entire Purpose Area narrative does not exceed 15 pages per Purpose Area.

The file should be saved with a title that reflects what each file contains as well as the applicant Tribes(s). For example, a file may be saved as "[Tribe].Purpose Area1 Narrative.doc".

III. Project/Program Timeline (5% of application score)

Applicants should submit a timeline or milestone chart encompassing the entire federal project period that indicates objectives and major tasks, assigns responsibility for each, and plots completion of each task by year and then by month or quarter for the duration of the award, using "Year 1," "Month 1," "Quarter 1," etc., not calendar dates. See "Sample Project Timeline" at www.justice.gov/tribal. Applicants can either submit a separate Timeline for each Purpose Area or one comprehensive Timeline that covers all Purpose Areas included in the application.

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

- The extent to which the timeline is complete and reasonable given the activities described.
- The extent to which all activities can be reasonably completed within the grant period and with the resources allocated.

IV. Budget Detail Worksheet, Budget Narrative, and Demographic Form** (15% of application score)

The DOJ developed a Budget Detail Workbook (Workbook) that includes the Demographic Form, the Budget Detail Worksheet(s), and the Budget Narrative(s) into a single document. The Workbook is user-friendly and has been designed to calculate totals; therefore, applicants are strongly encouraged to use the Workbook when completing their proposed budgets. A sample of the Workbook with instructions, and a blank Budget Detail Worksheet, a blank Budget Narrative, and a sample completed budget worksheet can be found at

www.justice.gov/tribal. The fillable versions of these documents can be downloaded from the GMS system.

Only one Workbook is required to be completed per application. The Demographic Form collects important demographic information that pertains to all Purpose Areas. However, the Workbook must include both a proposed Budget Detail Worksheet and Budget Narrative for each Purpose Area for which funds are being requested. If the proposed Budget Detail Worksheet and Budget Narrative are not submitted for a Purpose Area, the application will not be eligible for funding in that Purpose Area.

Note: Before completing the Budget Detail Worksheet, Budget Narrative, and Demographic Form, consult "Specific Requirements" in the Listing of Purpose Areas (Part F, I) as well as "Amount and Length of Awards" (Part F, II) for estimated award amounts for specific Purpose Areas.

Budget Detail Workbook:
The Budget Detail Workbook (Workbook) is the entire Excel document, which contains the Demographic Form and a Budget Detail Worksheet with Narrative for each individual Purpose Area. A Tribe is required to submit only one **Workbook**; however, multiple worksheets within the workbook may need to be completed based on the Tribe's requests.

Demographic Form:
The Demographic Form is 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 should complete the form in its entirety. If the applicant is unable to answer all or part of the form, they should provide an explanation in the available space for the missing information.

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

Note: For each Purpose Area, the budget should include the estimated cost for travel and accommodations for two staff to attend two 3-day meetings, with one in Washington, DC and one in the applicant's region.

Note: The Budget Detail Worksheet for Purpose Area #1, which is administered by the COPS Office, has been redesigned.
Personnel: Sworn Officer Positions
This budget worksheet will assist your law enforcement agency (agency) in reporting your agency's current entry-level salary and benefits and identifying the total salary and benefits request per officer position for the length of the grant term. List the current entry-level base salary and fringe benefits rounded to the nearest whole dollar for one full-time sworn officer position within your agency. Do not include employee contributions.

Special note regarding sworn officer fringe benefits: For agencies that do not include fringe benefits as part of the base salary costs and typically calculate these separately, the allowable expenditures may be included under Section B: Fringe Benefits. Any fringe

benefits that are already included as part of the agency's base salary (Section A: Personnel) should not also be included in the separate fringe listing (Section B).

For more information about allowable and unallowable fringe benefits for sworn officer positions requested, refer to www.justice.gov/tribal.

Budget Narrative:
The Budget Narrative should thoroughly and clearly describe every category of expense listed in the Budget Detail Worksheet. The narrative should correspond with the information and figures provided in the Budget Detail Worksheet. The narrative should also explain how all costs were estimated and how they are relevant to the completion of the proposed project.

If you are applying as a consortium, aggregate the data for all the Tribes represented in your application. An applicant should identify the application as being from a consortium and list the represented Tribes in the appropriate section of the Demographic Form.

The Budget Detail Worksheet, Budget Narrative, and Demographic Form submission will be rated based on the following criteria:

- The extent to which the application includes all of the requested information.
- The extent to which the budget is reasonable and that all costs in the budget are linked to activities described in the implementation plan.
- The extent to which the Demographic Form is complete or an explanation is provided for missing information.[2]
- The need for funding as demonstrated through the completed form.

Applicants are strongly encouraged to use the provided Workbook with the Demographic Form, Detail Worksheet, and Budget Narrative. An applicant that chooses to use a different format should ensure that all budget and demographic information requested in the provided Workbook is included. Find the Budget Detail Worksheet and Demographics Form here.

V. Tribal Authority to Apply For Grants Under CTAS

For FY 2014 CTAS, applicants will be asked to submit documentation reflective of their legal authority to apply for grants under CTAS on behalf of their Tribes. Recognizing that Tribes have different forms of Tribal governance, no prescribed form of documentation will be required. As in FY 2012 and FY 2013 CTAS, applicants for FY 2014 CTAS may submit a resolution, letter, affidavit, or other documentation, as appropriate for that Tribe, certifying that that the applicant has the legal authority to apply for CTAS awards on behalf of the Tribe. **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's March 24, 2014, due date**. See samples of various forms of documentation at www.justice.gov/tribal.

[2] The COPS Office scores the information provided in Section II, UCR Crime Data and staffing needs, separately as part of the overall demographic form score. All other offices will score the form according to how complete the form is and if it is not complete, the existence of an explanation that the information is not available.

Regarding a **Tribal consortium** application, the applicant must submit documentation of authority as described above from 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's March 24, 2014, due date**.

If the applicant is a **Tribal designee** under Purpose Area #5 OVW Violence Against Women Tribal Governments Program, Purpose Area #6 OVC Children's Justice Act Partnerships for Indian Communities, or Purpose Area #7 OVC Comprehensive Tribal Victim Assistance Program, the applicant will need a Tribal resolution, or equivalent legal enactment, from the Tribe as part of the application which should 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 equivalent legal enactment must be current, must be sufficient to demonstrate authority for the application, must contain authorized signature(s), and must be submitted by the application's March 24, 2014, due date.**

As stated in the "Important Warning" boxes, each Tribe or Tribal consortium will be allowed only one application submission. If a Tribe submits more than one application, only one application will be considered in the review process. A Tribe may apply as part of a consortium and also submit its own independent application in response to the 2014 CTAS, provided that this independent application is submitted for funding for activities that are distinct from those activities for which the Tribal consortium has applied.

See Frequently Asked Questions for Tribal legal documentation requirements relating to political sub-units making requests to submit applications separately from federally-recognized Indian Tribal governments.

VI. Indirect Cost Rate Agreement (if applicable)

If the organization is requesting indirect costs for this project, a copy of the **current**, signed federally-approved Indirect Cost Rate Negotiated Agreement must be included. If the Tribe does not have an Indirect Cost Rate Negotiated Agreement or it is expired and under review, the Tribe may submit supporting documents to show the applicant's cognizant federal agency is reviewing the request. Failure to provide the required documentation will affect the awarded recipient's indirect costs. For more detailed information, see Frequently Asked Questions.

If you need additional information on this requirement, go to www.ojp.usdoj.gov/funding/pdfs/indirect_costs.pdf. If the applicant does not have an approved rate, a rate can be requested by contacting the applicant's cognizant federal agency, which will review all documentation and approve a rate for the applicant organization.

VII. Other Attachments

Other attachments, as necessary, include:

- Letters of support (optional)
- Resumes of key personnel
- Job descriptions for unfilled positions
- Memoranda of Understanding

****Items noted by ** (double asterisks) MUST be included in the application submission in order to meet the basic minimum requirements (BMR) to advance to peer review and consideration for funding. Applications that do not include the attachments noted by ** at the time of application will not be peer reviewed and will not be eligible to receive funding.**

E. Using Templates and Formatting your Application

I. Templates

The templates are provided to assist applicants in writing their applications. Although not required, the use of the templates is highly recommended as they help the applicant address the topics relevant to each Purpose Area. If the applicant chooses to work outside the provided templates, the applicant should address all the topics/questions from each Purpose Area template for which they are requesting funds. The applicant should provide the topic/question number along with the proposed answer in its application so that it can be effectively reviewed.

II. Formatting

Applicants should double space, and use a font size of 12, regardless of whether they use the templates provided or work outside the templates.

F. Purpose Areas–Specific Information

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

I. Listing of Purpose Areas[3]:

1. Public Safety and Community Policing (COPS Tribal Hiring Grant Program and Tribal Resources Grant Equipment/Training), CFDA #16.710	
Goals and Objectives:	*Applicants may apply for funding to include, but not limited to:*
To proactively address the most serious Tribal law enforcement needs.	Strategic Planning: Strategic planning activities related to community policing.

[3] See www.usdoj.gov/tribal for a table of statutory authorities applicable to each Purpose Area.

To increase the capacity of Tribal law enforcement agencies for safer communities and to enhance Tribal law enforcement's capacity to prevent, solve and control crime, and engage in anti-methamphetamine activities. To implement or enhance community policing strategies. To engage in strategic planning for law enforcement.	Hiring Sworn/Civilian: Approved entry-level salaries and fringe benefits of newly hired or rehired[4] full-time sworn career law enforcement officers including Village Public Safety Officers; salaries and fringe benefits for methamphetamine coordinator; background investigations for newly hired officer positions. Positions may be requested specifically to address methamphetamine issues within the Tribe. Equipment: Law enforcement equipment, uniforms, bulletproof vests, basic-issue equipment, and police vehicles, such as police cars, SUVs, ATVs, boats, etc. (as needed for law enforcement purposes) to include anti-methamphetamine activities; technology such as: computer hardware and software, mobile data terminals, narrow-band radio upgrades, and dispatch and communication systems. Applicants who do not already have an information gathering system compatible with the FBI Uniform Crime Reporting (UCR) System are encouraged to apply for funds to pay for National Incident-Based Reporting System (NIBRS)/UCR-compliant crime data systems. Training: Law enforcement training, such as, but not limited to, basic and comprehensive or specialized police training at a state academy or the Indian Police Academy in Artesia, New Mexico, as well as community policing, computer and crime reporting (e.g., Uniform Crime Reports) training, to include anti-methamphetamine training. Travel: Airfare, lodging, and mileage reimbursement for meeting or training costs related to Purpose Area activities, including costs associated with DOJ-required training and anti-methamphetamine training.
Specific Requirements	
☐ **Eligibility:** *Applicants must have an established law enforcement agency that is operational as of March 24, 2014, which is the close of this solicitation, or receive services through a new or existing contract for law enforcement service with the Bureau of Indian Affairs (BIA) or a state or local agency.* ☐ **Retention:** Applicants requesting funding for hiring must plan to retain grant hired officers for 12 months after the expiration of the grant.	

[4] Officers who have been laid off as a result of tribal or local budget reductions.

To build your Purpose Area #1 Narrative, use the provided template located in GMS. Find the Purpose Area #1 Narrative Template here. **You will need your GMS password to access this fillable document.** Sample templates are available at http://www.justice.gov/tribal/open-sol.html for review without a password.

1. Comprehensive Tribal Justice Systems Strategic Planning (BJA, COPS, OJJDP, OVW, and OVC), CFDA #16.608	
Goals and Objectives:	*Applicants may apply for funding to include, but not limited to:*
To engage in comprehensive justice system-wide strategic planning to improve Tribal justice and community wellness and safety including activities outlined in TLOA such as strategic planning and the development of a Tribal Action Plan (TAP).	Strategic planning: the plan should identify the priority needs facing the applicant's justice system and outline a detailed, strength-based strategy which could include: law enforcement, courts, community corrections, alternatives to incarceration, tribal jails programming, crime victims rights and services, including services to promote safety for victims of domestic violence, dating violence, sexual assault, and stalking, programming to serve juvenile justice needs from prevention through reentry, and community resources to support alternatives to incarceration and offender reentry. The applicant's strategic plan should address improving public safety through community oriented strategies such as community courts; community prosecution; community corrections; and community policing, including organizational strategies which reorient the mission and activities of law enforcement towards the community policing philosophy and which support the systematic use of partnerships and problem-solving techniques, to proactively address the immediate conditions that give rise to public safety issues such as crime, social disorder, and fear of crime. Personnel: A part-time project manager to facilitate the planning process and coordinate daily activities is strongly recommended. This may be either an employee or a contract position. Training: DOJ will support a training and technical assistance provider at no cost to grantees to assist in all aspects of the strategic planning process. This includes extensive 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, and developing strategies to strengthen the applicant's justice system and promote community wellness and safety, and the

	completion of the final written strategic plan to be submitted to DOJ. Contractual or consulting costs for outside training and technical assistance providers will not be an allowable expense. Equipment: Purchase general office equipment such as computers, fax machines, printers, scanners, etc. Travel: Airfare, lodging, mileage reimbursement, and per diem associated with regional and national meetings or strategic planning trainings, including costs associated with DOJ-required trainings. This should include travel for 3-4 people to two PA #2 specific training events in addition to the two general CTAS trainings. Use Washington, DC as the destination when calculating the estimated costs for required travel

To build your Purpose Area #2 Narrative, use the provided template located in GMS.

Find the Purpose Area #2 Narrative Template here. **You will need your GMS password to access this fillable document.** Sample templates are available at http://www.justice.gov/tribal/open-sol.html for review without a password. Successful grantees who submit an approved strategic plan may have an opportunity to request funding in future years to implement the strategic plan.

2. Justice Systems, and Alcohol and Substance Abuse (BJA—Tribal Courts Assistance Program and Indian Alcohol and Substance Abuse Prevention Program), CFDA #16.608	
Goals and Objectives:	*Applicants may apply for funding to include, but not limited to:*
To develop, enhance, and continue Tribal justice systems including: alcohol and substance abuse prevention, law enforcement, pretrial services, risk and needs assessment development and implementation, diversion programming, Tribal court services, healing to wellness courts, intervention and/or treatment, detention programming, community corrections, reentry planning and programming, justice system infrastructure enhancement, justice system information sharing, etc. To respond to and prevent alcohol- and substance abuse-related crimes.	Strategic planning: Developing Tribal Action Plans for alcohol and substance abuse; increasing coordination with relevant non-Tribal agencies and organizations and among all levels of the Tribe; engaging in strategic planning efforts to address the needs of the Tribe's justice system and to comprehensively address alcohol- and substance abuse-related crime. Equipment: 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/offender monitoring devices and related equipment, etc.

To implement enhanced authorities and provisions under the Tribal Law and Order Act and the Violence Against Women Reauthorization Act of 2013. To develop, implement, and enhance substance abuse prevention and treatment programs including those that prevent and address the needs of drug-endangered children. To engage in comprehensive strategic planning to improve Tribal justice and community safety as it relates to Tribal courts and alcohol and substance abuse.	Prevention: Protecting communities from alcohol and drug use and/or production; Culturally relevant and appropriate evidence-based substance abuse prevention programs. Law Enforcement: Identifying, apprehending, and prosecuting individuals who illegally transport, distribute, and abuse illegal substances in Tribal communities (subject to existing legal authority). Tribal Courts: Planning new or enhancing existing Tribal courts, such as peacemaking courts, healing to wellness courts, sentencing circles, and other alternative justice courts; Staffing of attorneys, advocates, probation and pretrial service officers, Tribal court judges and other court staff, clerical support staff, etc.; Indigent defense/criminal legal defense services; Activities relating to the implementation of enhanced sentencing authority provisions of the Tribal Law and Order Act and/or special domestic violence criminal jurisdiction under the Violence Against Women Reauthorization Act of 2013 Treatment: Integrating Tribal, federal, state, and local services and culturally appropriate treatment for individuals diverted from the Tribal justice systems, offenders involved in the Tribal justice system (including the incarcerated population), and reentering offenders and their families. Risk and Needs Assessment: Developing and integrating the use of risk and needs assessment tools into the Tribal justice system decision-making process. Diversion and Alternatives to Incarceration: Employing decision-making models and programming to divert low-risk offenders from incarceration, including: community supervision, mental health and drug abuse treatment, job training and placement; housing assistance, education, and family and community supports. Electronic alcohol/offender monitoring. Tribal Jails Programming: Developing, implementing and enhancing programming for tribal members incarcerated in tribal jails to reduce risks for reoffending and support successful rehabilitation. Programming could include collaborations to support behavioral health needs, effective treatment such as

	cognitive behavioral therapy, education and vocational services and other programming that will reduce risk for recidivism. Reentry: Developing, implementing and enhancing culturally appropriate reentry programs. Provision of treatment, aftercare, and other reentry supportive services to offenders reentering communities from Tribal, local, state, and federal correctional facilities. Training: Registration fees and lodging costs associated with training events and related to Purpose Area activities; Costs associated with obtaining expert knowledge to assist with the development/enhancement of the program, such as culturally appropriate training, technical assistance, treatment, information technology, etc. Travel: Airfare, lodging, and mileage reimbursement for meeting or training costs related to Purpose Area activities, including costs associated with DOJ-required training. This should include travel for 2 people to two PA specific training events in addition to the two general CTAS trainings. Please use Washington, DC as the destination when calculating the estimated costs for required travel

To build your Purpose Area #3 Narrative, use the provided template located in GMS. Find the Purpose Area #3 Narrative Template here. **You will need your GMS password to access this fillable document.** Sample templates are available at http://www.justice.gov/tribal/open-sol.html for review without a password.

3. Corrections and Correctional Alternatives (BJA—Tribal Justice Systems Infrastructure Program), CFDA #16.596	
Goals and Objectives:	*Applicants may apply for funding to include, but not limited to:*
To renovate buildings to enhance conditions in or to change the use of a building to any of the following purposes: single jurisdiction or regional Tribal correctional facilities, correctional alternative facilities, multipurpose justice centers (including police departments, courts, and corrections), and transitional living facilities (halfway houses) associated with the incarceration and rehabilitation of juvenile and/or adult offenders.	Renovation: Renovation of a new or existing facility to provide new or continued services such as a correctional/detention facility including adult and juvenile incarcerated populations, multipurpose justice centers (including police departments, courts, and corrections) and alternatives to incarceration; renovation of correctional facilities that are no longer considered safe and secure to serve as holding facilities or multipurpose justice centers; renovation of regional detention centers on Indian land for incarceration of offenders subject to Tribal jurisdiction;

To develop and implement correctional alternatives. **Important Note:** Applicants seeking to use grant funds for renovation or construction completion of existing secured correctional/detention facilities and multi-purpose justice centers should describe any additional resources that may be leveraged to complete the renovation or existing construction project. As a result of past experience funding these facilities in the past, DOJ realizes that the maximum amount available under Purpose Area #4 may not be sufficient to complete projects of this nature without supplemental funding sources. Purpose Area #4 funding may be used to supplement other funding sources (e.g., federal, Tribal) to complete these renovation efforts.	renovation of a new or existing facility to provide community-based correctional alternative facilities; renovation of a new or existing facility to provide transitional living facilities (halfway houses). <u>Other costs associated with renovation of a facility or the completion of existing construction projects:</u> 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 and 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. <u>Travel:</u> Airfare, lodging, and mileage reimbursement for meeting or training costs related to Purpose Area activities and DOJ-required training. <u>Note:</u> Funding under this Purpose Area cannot be commingled with American Recovery and Reinvestment Act (ARRA) funds. If applicants are proposing to use Purpose Area #4 funding to supplement ARRA funded efforts, there should be a clear separation of the funding that will be used to augment ARRA projects.

Specific Requirements

- ☐ Purpose Area #4 Narrative: If applicants are requesting Bureau of Indian Affairs (BIA) assistance to meet facility operations and maintenance needs, applicants should describe the request to BIA for staffing, operations, and maintenance of the proposed facility renovation. Applicants should describe the development of a renovation plan that explores correctional building options to ensure a cost-effective design and provide letters of support from BIA regarding the staffing, maintenance, and operation of the facilities being planned, or renovated. A Tribe may submit, by authorizing resolution or other equivalent form of legal enactment, a commitment to fund future staffing, maintenance, and operation of the facilities renovated in lieu of BIA funding support letters, if the Tribe chooses to be responsible for this ongoing cost.
- ☐ Applicants should describe how the project would develop, maintain, or enhance an existing Strategic Planning Advisory Board representing key stakeholders and decision makers in the Tribe, including representatives from Tribal government, criminal justice systems, treatment/health/mental health components, social/family-related services and community groups, local service providers, businesses, community-based organizations, faith-based service providers, media, and individuals within the proposed project's target population. An applicant may elect to establish only one Advisory Board for multiple Purpose Areas if the members include appropriate representation required for individual Purpose Areas.

☐ Applicants receiving grants under Purpose Area #4 will be required to attend Purpose Area #4 specific training in addition to any DOJ required training. ☐ Applicants that demonstrate they have completed a formal or structured justice system planning process such as the Bureau of Justice Assistance Planning Alternatives and Correctional Institutions For Indian Country or National Institute of Corrections Planning of New Institutions process by attaching documentation such as a master plan or needs assessment will receive priority consideration for funding under Purpose Area #4.

To build your Purpose Area #4 Narrative, use the provided template located in GMS. Find the Purpose Area #4 Narrative Template here. **You will need your GMS password to access this fillable document.** Sample templates are available at http://www.justice.gov/tribal/open-sol.html for review without a password.

4. OVW—Violence Against Women Tribal Governments Program – TGP, CFDA #16.587	
Goals and Objectives:	*Applicants may apply for funding to include, but not limited to:*
To develop and enhance effective plans for the Tribal government to reduce violent crimes against Indian women and increase safety for Native women. The plans to reduce the violence and keep women safe can be based on Tribal law and customs. This may include drafting or revising Tribal codes related to domestic violence, dating violence, sexual assault, or stalking, as well as negotiating cross-jurisdictional agreements related to the investigation and prosecution of such crimes, the supervision of domestic violence offenders who have been sentenced to a period of probation, or registered sex offenders. To increase the ability of the Tribal government to respond to domestic violence, dating violence, sexual assault, and stalking committed against Indian women. This may include dedicated victim advocates, law enforcement investigators, or prosecutors who will work exclusively on issues related to the sexual assault of American Indian women and adolescent girls. It may also include providing training to Indian country professionals who are responsible for investigating and prosecuting sexual assault crimes, including training on conducting Sexual	Strategic Planning: Comprehensive strategic planning to develop and enhance governmental strategies to increase the safety of Indian women. Staffing: Salary and fringe benefits for: victim advocates; prosecutors; Tribal court judges and other court staff; law enforcement officers; probation officers; domestic violence or sexual assault response team coordinators; staff for a domestic violence shelter, safe home, or transitional housing facility; civil legal assistance attorneys; Batterers' Intervention Program staff; staff for a supervised visitation and safe exchange center; paralegals; clerical support staff; counselors; volunteer coordinators; manager positions to oversee staff, and any other position that provides or oversees staff providing direct assistance to victims of domestic violence, sexual assault, or stalking. Note: the need for the position must be justified in the purpose area narrative and tribal narrative profile. For example, if an applicant is applying to hire a domestic violence police officer, OVW will expect to see information on the size of the police force, the number and percentage of domestic violence calls, and why the current police response needs improvement. Victim Services: Providing services to victims of domestic violence, sexual assault or stalking, including rape crisis hotlines; emergency shelter services; accompaniment and advocacy; crisis

Assault Forensic Exams for healthcare professionals. To strengthen the Tribal criminal justice system's ability to get involved with stopping violence against Indian women. This may include hiring dedicated law enforcement officers, prosecutors, judges and other court staff, as well as probation officers who will work exclusively on investigating prosecuting acts of domestic violence, dating violence, sexual assault, and stalking. It may also include providing training to Tribal law enforcement officers, prosecutors, judges, and other court staff, probation officers, and the staff at Tribal jails to enhance their ability to respond to crimes of violence against women in Indian country. To improve services that are available to help victims of domestic violence, dating violence, sexual assault, and stalking. This may include crisis hotlines, supportive services, referrals to other social service providers, support groups or talking circles, sweat lodges, hiring qualified staff to provide direct services to victims, such as court accompaniment, advocacy, counseling, transitional housing assistance, etc. To work with the community to create education and prevention campaigns that are designed to inform members of the community about domestic violence, dating violence, sexual assault, and stalking programs, and that also increase the community's awareness about the needs of children who have witnessed domestic violence. This may include outreach at community events, public awareness campaigns (e.g., PSAs, billboards), as well as literature that educates the community about violence against women (e.g., flyers, brochures, advertisements in local newspapers, newsletters, or other publications). To provide supervised visitation and safe exchange programs (e.g., visitation center) that allow children to visit with their non-	intervention, short-term individual and group support services, and comprehensive service coordination and supervision; information and referrals; community-based, linguistically, and culturally specific services and support mechanisms; and development and distribution of relevant materials for domestic violence, sexual assault, and stalking victims; Transitional housing assistance for victims of domestic violence, dating violence, sexual assault, or stalking; Legal advice or representation to victims of domestic violence, dating violence, sexual assault, or stalking who need assistance with legal issues that result from abuse; Providing supervised visitation and safe exchange programs to allow children to visit with their non-custodial parent in cases where one parent has committed domestic violence, sexual assault, or stalking against the other; services to address the needs of youth who are victims of domestic violence, dating violence, sexual assault, or stalking and services for youth and children exposed to these crimes, including support for the nonabusing parent. Note: services for youth and services for children exposed to violence are limited to no more than 10% of the Purpose Area #5 budget <u>Criminal Justice Interventions:</u> Strengthening the Tribal criminal justice system's response to domestic violence, dating violence, sexual assault, and stalking committed against Indian women by establishing dedicated court dockets, building coordinated community responses including Sexual Assault Response Teams, revising Tribal codes, establishing culturally-appropriate Batterers' Intervention Programs, conducting fatality reviews, entering into law enforcement or prosecution cross-designation or cooperative agreements with federal, state, or local partners, and undertaking activities necessary to implement enhanced sentencing under the federal Tribal Law and Order Act (TLOA) and/or special domestic violence criminal jurisdiction under the Violence Against Women Reauthorization Act of 2013. Note: OVW funds cannot be used to fund criminal defense related activities. <u>Training & Travel:</u> Local mileage reimbursement for program staff; airfare, hotel, and per diem to travel to OVW-sponsored training and technical assistance events; costs for training law enforcement, prosecutors, judges, and other criminal justice personnel on how to respond to crimes of violence against women; costs for training medical professionals or lay health providers to perform

custodial parent in cases where one parent has committed an act of domestic violence, sexual assault, or stalking against the other. In cases where the court has ordered that the non-custodial parent have supervised visitation with the child, the program should create a place where that parent can have a supervised visit with the child. If the court has not ordered supervised visitation, then the program should offer a safe, neutral place for the non-custodial parent of the child to pick the child up and return the child for unsupervised visitation. A supervised visitation and safe exchange program must have appropriate security measures, policies, and procedures so that victims and their children are safe. To provide transitional housing assistance for victims of domestic violence, dating violence, sexual assault, or stalking. The assistance provided to victims may include money for rent, utilities, a security deposit, or other minor costs related to moving into transitional housing. A transitional housing assistance program may also offer victims support and services necessary to help the victim relocate and secure permanent housing. To provide legal advice and representation to victims of domestic violence, dating violence, sexual assault, or stalking who need assistance with legal issues that are caused by the abuse that they have suffered. This may include providing legal representation or advice in family law cases (e.g., divorce, custody, child support, visitation, spousal support), as well as landlord-tenant matters, public benefits (e.g., pursuit or denial of SSI or TANF benefits), immigration matters, and other civil cases directly related to the abuse that the victim has suffered. The legal assistance should be provided at minimal or no cost to the victim. To provide services to address the needs of youth who are victims of domestic violence, dating violence, sexual assault, or stalking and the needs of children and	sexual assault forensic examinations. <u>Prevention:</u> Outreach and awareness posters, service brochures, editorials/newspaper articles, PSAs, radio/TV ads, videos, fact sheets; curriculum development, training, community teaching, training, and awareness efforts; local meeting costs tied directly to an outreach strategy that promotes coordinated efforts within the community to address crimes and the needs of victims of domestic violence, sexual assault, stalking, and teen dating violence. <u>Equipment & Supplies:</u> Equipment such as digital cameras; video cameras; general office equipment including computers, printers, fax machines, scanners; office furniture for project staff; furnishings for a domestic violence shelter, safe home, or transitional housing units; LCD projectors; vehicles for use by program staff; equipment necessary to establish a protection order registry, sex offender registry, or information-sharing database; small appliances and cleaning supplies for a shelter, safe home, or transitional housing units, etc.; supplies such as rape kits; general office supplies; postage; supplies necessary to create brochures, posters, fliers, resource manuals, training manuals, etc.; materials for traditional arts and crafts. <u>Cultural and Traditional Practices:</u> Applicants are encouraged to incorporate cultural and traditional practices in proposed activities including talking circles, healing ceremonies for those who have been sexually assaulted, gender-specific traditional gatherings for victims and survivors, and sweat lodges for survivors.

youth exposed to domestic violence, dating violence, sexual assault, or stalking, including support for the nonabusing parent or caretaker of the youth or child. Please note, these goals and objectives are limited to no more than 10% of the Purpose Area #5 budget.	

Specific Requirements

☐ **Confidentiality:** In accordance with 42 U.S.C. 13925(b)(2), applicants receiving OVW funding, and their subgrantees, must protect the confidentiality and privacy of persons receiving OVW-funded services to support victims' safety. Funded grantees will be required to document their compliance with this provision. Applicants should submit the confidentiality acknowledgement form, which is available at www.ovw.usdoj.gov/docs/conf-acknowledgement.pdf.

☐ **Eligibility: (1) Exception for Purpose Area #5 (OVW Violence Against Women Tribal Governments Program):** A federally-recognized Tribe or an organization that is acting as the **authorized designee** of a federally-recognized Indian Tribe may apply. If the applicant is a **Tribal designee** under Purpose Area #5, OVW Violence Against Women Tribal Governments Program, the applicant will need a Tribal resolution, or equivalent legal enactment, from the Tribe as part of the application which should 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 equivalent legal enactment must be current, must be sufficient to demonstrate authority for the application, must contain authorized signature(s), and must be submitted by the application due date.**

In addition, applicants that received OVW Tribal Governments Program funding in FY 2012 and/or FY 2013 are not eligible to apply for new funding or continuation funding with regard to the FY 2012 and/or FY 2013 awards. Applicants with OVW Tribal Governments Program awards from FY2011 or earlier generally are eligible to apply for Purpose Area #5 funding in FY 2014; however, eligibility may be limited as follows based on the amount of funding remaining in the applicant's FY 2011 or earlier award:

- **If the applicant has 70% or more of funds remaining in the award as of March 24, 2014, it is not eligible for FY 2014 funding in this program.**
- **If the applicant has 50-69% of funds remaining in the award as of March 24, 2014, the amount of funding may be reduced from the requested amount.**

☐ **If the applicant has 49% or less remaining in the award as of March 24, 2014, it is fully eligible.**

☐ **Collaborative Partnership:** Applications for this Purpose Area should demonstrate that the proposal was developed in consultation with one of the following groups or organizations: (1) a nonprofit, nongovernmental Indian victim services provider organization such as a domestic violence shelter program or rape crisis center; (2) a nonprofit, nongovernmental Tribal domestic violence or sexual assault coalition; or (3) an advisory committee which includes women from the community to be served by the proposed project. Prior to receipt of an award and the release of grant funds, the applicant will be required to provide OVW with a letter of support from a qualified partner.

☐ **Victim Safety and Offender Accountability:** Applications for this Purpose Area will be reviewed and evaluated on the extent to which the applicant proposes sound strategies to enhance victim safety and offender accountability. Examples of activities which are discouraged (and for which points will be deducted) are ordering victims and offenders to attend mandatory couples counseling or mediation, operating anger management classes instead of batterer intervention programs, and limiting the number of times a victim can access services.

☐ **Travel Budget Requirement:** Applicants from the lower 48 states must budget $20,000 in travel over the course of the project for OVW technical assistance, which includes the two required DOJ-sponsored trainings identified in the "Budget Detail Worksheet and Narrative" section of this solicitation. Applicants from Alaska must budget $25,000.

☐ **Legal Assistance Certification Requirement**: Applicants proposing to use Purpose Area #5 funds to provide legal assistance are required to complete and submit the certification at www.ovw.usdoj.gov/docs/sample-cert-letter.pdf.

☐ **Letter of Nonsupplanting:** Applicants must submit a letter, signed by the Authorized Representative, certifying that Federal funds will not be used to supplant state, local, or Tribal funds should a grant award be made. Refer to www.ovw.usdoj.gov/docs/nonsup_letter.pdf for a sample letter. This should be a separate attachment to the application in GMS.

☐ For more information about this Purpose Area, see the OVW Grants to Indian Tribal Governments Program Guidebook at www.ovw.usdoj.gov/grantees.html.

To build your Purpose Area #5 Narrative, use the provided template located in GMS. Find the Purpose Area #5 Narrative Template here. **You will need your GMS password to access this fillable document.** Sample templates are available at http://www.justice.gov/tribal/open-sol.html for review without a password.

5. Victims of Crime (OVC—Children's Justice Act Partnerships for Indian Communities), CFDA #16.582	
Goal and Objectives	*Applicants may apply for funding to include, but not limited to:*
To develop, establish, and operate programs that: 1) provide comprehensive and coordinated multidisciplinary responses to child abuse victims and their families, and 2) provide trauma-informed, culturally competent holistic services to child abuse victims and their families. Objectives: 1. To improve the investigation, prosecution and overall handling of cases of child abuse, child sexual abuse, and severe physical abuse. 2. To identify the critical needs of children	Staffing: Funding may support personnel who provide and oversee direct services to improve the investigation, prosecution, and overall handling of child abuse, child sexual abuse or severe physical abuse cases. Direct services may include, but are not limited to, prosecutors, law enforcement, child protection services personnel, and other allied professionals. All personnel must be clearly linked to victim assistance program activities. Coordination/Outreach/Awareness: Funding can be used to support meetings, community forums, development and distribution of protocols/manuals, policies, Tribal codes, PSAs, posters, brochures, fact sheets, etc.

who are victims of child abuse, child sexual abuse, and severe physical abuse and provide culturally competent comprehensive victim assistance services. 3. To establish multidisciplinary teams and provide training in order to reinforce protocols for reporting, investigating, and prosecuting child abuse and neglect. 4. To work collaboratively with a technical assistance provider and other grantees to establish effective data collection mechanisms to measure the effectiveness of these programs and share promising practices in ways that will provide other Tribal communities with the tools to implement these practices in their own communities. 5. To develop a Strategic Plan and Logic Model to: set priorities, allocate resources, and determine the best direction for the program's future.	<u>Needs Assessment/Strategic Plan/Logic Model:</u> Funding can be used for activities associated with conducting a needs assessment and developing a strategic plan and logic model, to include paying for contract services to help accomplish this required task. OVC will support a Training and Technical Assistance (TTA) provider who will provide TTA and resources on the needs assessment, strategic plan and logic model at no cost to the grantee. <u>Comprehensive Victim Assistance:</u> In addition to supporting personnel who provide and oversee direct services to improve the investigation and prosecution of child abuse, funding must be used to provide comprehensive victim assistance services including, but not limited to, the following Case management: assessment of clients needs, development of individualized service plans, safety planning, assistance with crime victim compensation claims, information referral, documentation of services provided and routine follow-up to ensure that the victim's needs are being addressed. Basic services; shelter/housing and sustenance, medical care, substance abuse treatment, dental care, mental health treatment, emergency mental health assessments, individual and group counseling, and interpreter/translator services. Victim advocacy and information about crime victims' rights and services. Education/GED assistance and employment services. Transportation assistance. Life skills training: managing personal finances, self care, parenting classes. Emergency response: hotline services, call-forwarding systems, rotating on-call cell phones. Cultural and traditional practices: talking circles, healing ceremonies, gatherings for victims, survivors, family and community members, etc. Prevention or education efforts are unallowable. <u>Travel:</u> Airfare, lodging, and mileage reimbursement for meeting or training costs related to Purpose Area activities, including costs associated with DOJ-required training or meetings. <u>Equipment & Supplies:</u> Purchase of new or enhancement of existing equipment/technology exclusively related to the enhancement or implementation of the victim assistance program. Cost may include computers, fax machines, printers, scanners, office furniture, equipment necessary to establish information sharing database, leasing vehicles for use by program staff, small appliances

	and cleaning supplies for shelter, supplies necessary to create brochures, posters, fliers, resource manuals materials for traditional arts and crafts, etc. Training: Funding can be used to support training specific to victim assistance, such as training and technical assistance conferences, seminars, classes and program staff professional development.

Specific Requirements

☐ **Eligibility: (1) Exception for Purpose Area #6 (OVC Children's Justice Act Partnerships for Indian Communities Program):** A federally-recognized Tribe or an organization that is acting as the **authorized designee** of a federally-recognized Indian Tribe may apply. If the applicant is a **Tribal designee** under Purpose Area #6, OVC Children's Justice Act Partnerships for Indian Communities (CJA) Program, the applicant will need a Tribal resolution, or equivalent legal enactment, from the Tribe as part of the application which should 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 equivalent legal enactment must be current, must be sufficient to demonstrate authority for the application, must contain authorized signature(s), and must be submitted by the application due date.** Additionally, under this Purpose Area, CTAS FY13 CJA Program awardees are not eligible to apply for CTAS FY14 Purpose Area #6, CJA Program.

☐ **Budget:** This Purpose Area is designed to improve the investigation, prosecution and handling of child abuse cases, especially cases of child sexual abuse, in a manner that increases support for and lessens trauma to child abuse victims. No more than 50% of an award may be used for salary and fringe benefits. Additionally, funds cannot be used to support prevention or education efforts.

To build your Purpose Area #6 Narrative, use the provided template located in GMS. Find the Purpose Area #6 Narrative Template here. **You will need your GMS password to access this fillable document.** Sample templates are available at http://www.justice.gov/tribal/open-sol.html for review without a password.

6. Victims of Crime (OVC—Comprehensive Tribal Victim Assistance Program), CFDA #16.582	
Goal and Objectives	*Applicants may apply for funding to include, but not limited to:*
To develop or enhance and sustain a comprehensive victim assistance program that: 1) provides a coordinated collaborative multidisciplinary response to victims of crime, their families and community, and 2) provides trauma-informed, culturally competent holistic	Staffing: Funding supports personnel who provide and oversee staff providing direct victim assistance to victims of crime, such as advocates, case managers, response team coordinators, counselors, volunteers, individuals contracted to provide direct services to victims such as short-term individual counseling or support groups. All personnel must be

services to victims of crime, family, and community. Objectives: 1. To work collaboratively with community and key stakeholders (Tribal, local, state, federal) to achieve a victim-centered response. 2. To identify critical needs of crime victims and gaps in the existing community response. 3. To develop a Strategic Plan and Logic Model to: set priorities, allocate resources, and determine the best direction for the program's future. 4. To implement the enhanced program as enumerated in the Strategic Plan and Logic Model. 5. To establish data collection procedures to measure the implementation and impact of the program. 6. To document promising practices so they may be shared and potentially replicated in other communities nation-wide. 7. To work collaboratively with a technical assistance provider and other grantees throughout the life of the project.	clearly linked to victim assistance program activities. Funding cannot support prosecutors or investigators. <u>Coordination/Outreach/Awareness:</u> Funding can be used to support meetings, community forums, development and distribution of protocols, policies, tribal codes, PSAs, posters, brochures, fact sheets, etc. <u>Needs Assessment/Strategic Plan/Logic Model:</u> Funding can be used for activities associated with conducting a needs assessment and developing a strategic plan and logic model, to include paying for contract services to help accomplish this required task. However, OVC will support a Training and Technical Assistance (TTA) provider who will provide TTA and resources on the needs assessment, strategic plan and logic model at no cost to the grantee. <u>Comprehensive Victim Assistance:</u> Funding must be used to provide comprehensive victim assistance. Examples of allowable costs include: case management: assessment of client needs, development of individualized service plans, assessment of eligibility for other public or community-based programs, safety planning, assistance with crime victim compensation claims, information and referral, documentation of services provided, and routine follow up to ensure that the victim's needs are being addressed. Basic services: shelter/housing and sustenance, medical care, substance abuse treatment, dental care, mental health treatment, emergency mental health assessments, individual and group counseling, and interpreter/translator services. Victim advocacy and information about crime victims' rights and services. Education/GED assistance and employment services. Transportation assistance. Life skills training: managing personal finances, self care, parenting classes. Emergency response: hotline services, call-forwarding systems, rotating on-call cell phones. Cultural and traditional practices: talking circles, healing ceremonies, gatherings for victims, survivors, family and community members. Funding cannot support investigation and prosecution services. <u>Travel:</u> Airfare, lodging, and mileage reimbursement for meeting or training costs related to grant activities, including costs associated with DOJ-required training or meetings.

	Equipment & Supplies: Purchase of new or enhancement of existing equipment/technology exclusively related to the enhancement or implementation of the victim assistance program. Costs may include computers, fax machines, printers, scanners, cameras, office furniture, equipment necessary to establish information-sharing database, leasing vehicles for use by program staff, small appliances and cleaning supplies for shelter, supplies necessary to create brochures, posters, fliers, resource manuals, materials for traditional arts and crafts, etc. Training: Funding can be used to support training specific to victim assistance, training and technical assistance conferences, seminars, classes, and program staff professional development, etc.
Specific Requirements	
Eligibility: (1) Exception for Purpose Area #7 (OVC Comprehensive Tribal Victim Assistance Program): *A federally-recognized Tribe or an organization that is acting as the* ***authorized designee*** *of a federally-recognized Indian Tribe may apply. If the applicant is a* ***Tribal designee*** *under Purpose Area #7, OVC Comprehensive Tribal Victim Assistance (CTVA) Program, the applicant will need a Tribal resolution, or equivalent legal enactment, from the Tribe as part of the application which should 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 equivalent legal enactment must be current, must be sufficient to demonstrate authority for the application, must contain authorized signature(s), and must be submitted by the application due date.*** *Additionally, under this Purpose Area, FY 2013 awardees are not eligible to apply for FY 2014.* ☐ **Budget:** This Purpose Area is designed to support comprehensive and coordinated multi-disciplinary responses and victim assistance. Therefore, while funding may be used for training, equipment, needs assessment, outreach, etc., to develop or enhance Tribal victim assistance programs, the applicant should ensure that at least 50% of the funding supports comprehensive victim assistance needs. Additionally, funds cannot be used to support investigation and prosecution activities. If the applicant would like to complement the crime victim program by hiring an investigator or prosecutor, we encourage the applicant to apply for funding under Purpose Areas #5 and/or #6.	

To build your Purpose Area #7 Narrative, use the provided template located in GMS. Find the Purpose Area #7 Narrative Template here. **You will need your GMS password to access this fillable document.** Sample templates are available at http://www.justice.gov/tribal/open-sol.html for review without a password.

7. Juvenile Justice (OJJDP—Tribal Juvenile Accountability Discretionary Grant Program - TJADG), CFDA #16.731	
Goals and Objectives:	*Applicants may apply for funding to include, but not limited to:*
The overall goal of TJADG is to develop and implement programs that increase accountability for delinquent Tribal youth and strengthen Tribal juvenile justice systems. **Note:** The population served under this grant must not include individuals who are age 18 or older. Tribes may choose one or more of the objectives provided below; however, Tribes are required to choose only one. To develop, implement, and administer graduated sanctions for juvenile offenders. To build, expand, renovate, or operate temporary or permanent juvenile correction, detention, or community corrections facilities. To hire juvenile court judges, probation officers, and court-appointed defenders and special advocates, and fund pretrial services (including mental health screening and assessment) for juvenile offenders to promote the effective and expeditious administration of the juvenile justice system. To hire additional prosecutors so that more cases involving violent juvenile offenders can be prosecuted and case backlogs reduced. To provide funding to enable prosecutors to address drug, gang, and youth violence problems more effectively and for technology, equipment, and training to help prosecutors identify and expedite the prosecution of violent juvenile offenders. To establish and maintain training programs for law enforcement and other court personnel with respect to preventing	Staffing: Salary and fringe benefits for positions to support implementation of the program and/or oversee staff that provide direct assistance to youth participants; program consultant and contract services for professional support and for evaluation. Equipment and Supplies: Computer hardware and software for Internet access and e-mail capability, cell phones, telephones, pagers, printers, fax machines, copiers, as needed for program implementation; general office supplies, postage, and other necessary program and outreach supplies. Construction: Construction costs to build, expand, renovate, or operate temporary or permanent juvenile correction, detention, or community corrections facilities. With respect to the cost of constructing juvenile detention or correctional facilities only, the federal share of a grant received under this Purpose Area may not exceed 50% of approved costs. (see “Specific Requirements” section below) Training: Consultant and contract services for professional support and expert knowledge to assist with the development/enhancement of the program, such as training, treatment, information technology, and evaluation. 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” below). Strategic Planning: Comprehensive planning for Tribal justice systems to serve juveniles as it relates to the TJADG objectives listed to the left.

and controlling juvenile crime. To establish juvenile gun courts for the prosecution and adjudication of juvenile firearms offenders. To establish drug court programs for juvenile offenders that provide continuing judicial supervision over juvenile offenders with substance abuse problems and integrate administration of other sanctions and services for such offenders. To establish and maintain a system of juvenile records designed to promote public safety. To establish and maintain interagency information sharing programs that enable the juvenile and criminal justice systems, schools, and social services agencies to make more informed decisions regarding the early identification, control, supervision, and treatment of juveniles who repeatedly commit serious delinquent or criminal acts. To establish and maintain accountability-based programs designed to reduce recidivism among juveniles who are referred by law enforcement personnel or agencies. To establish and maintain programs to conduct risk and needs assessments of juvenile offenders that facilitate effective early intervention and the provision of comprehensive services, including mental health screening and treatment and substance abuse testing and treatment, to such offenders. To establish and maintain accountability-based programs that are designed to enhance school safety, which programs may include research-based bullying, cyberbullying, and gang prevention programs. To establish and maintain restorative justice programs.	

To establish and maintain programs to enable juvenile courts and juvenile probation officers to be more effective and efficient in holding juvenile offenders accountable and reducing recidivism. To hire detention and corrections personnel, and establish and maintain training programs for such personnel, to improve facility practices and programming. To establish, improve, and coordinate pre-release and post-release systems and programs to facilitate the successful reentry of juvenile offenders from state and local custody in the community. To engage in comprehensive strategic planning for Tribal justice systems to improve juvenile justice as it relates specifically to the aforementioned TJADG objectives only.	

Specific Requirements

Purpose Area #8 (OJJDP Tribal Juvenile Accountability Discretionary Program – TJADG): Under this Purpose Area, active TJADG awardees (i.e., federally recognized tribes with a TJADG grant award end date later than October 1, 2014) are not eligible to apply. This includes active grantees that request a no-cost extension beyond October 1, 2014.

- ☐ **Budget:** A grant made under this Purpose Area may not exceed 90% of the total costs of the project being funded, including any funds the recipient sets aside for program administration. The applicant should identify the source of the 10% non-federal portion of the budget and how match funds will be used. Applicants may satisfy this match requirement with either cash or in-kind services. (Note: With respect to construction projects for juvenile detention or correctional facilities (only), a grant under this Purpose Area may not exceed 50% of approved total costs. Applicants must satisfy the match requirement for construction costs with cash only.) The formula for calculating this match requirement can be found at www.tribaljusticeandsafety.gov.
- ☐ **Strategic Planning Period:** These grants require a dedicated planning period at the start of the grant award. Awardees will be required to travel to a strategic planning training ("Strat Pak"), and submit a comprehensive plan for implementation of their program. Relevant special conditions will be added to the grant award to reinforce this requirement.
- ☐ **Travel:** Applicants must budget travel costs for attendance at the following DOJ and OJJDP trainings: 1) one 3-day strategic planning session for up to 4 people (For budgeting purposes, please use Washington, DC, as the location of this meeting); 2) two 3-day OJJDP training sessions for 2 people. (For budgeting purposes, please use Washington, DC as the location for these meetings); and 3) two 3-day DOJ meetings for 2 people. (For budgeting purposes,

use Washington DC for one meeting and choose a location in your region for the second meeting). (See the GSA website for determining allowable per-diem travel cost: www.gsa.gov/portal/category/21287.)

- ☐ **Other**: Recipients of grants funds will be required to participate in one program-area 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 www.ojjdp-dctat.org/.

To build your Purpose Area #8 Narrative, use the provided template located in GMS. Find the Purpose Area #8 Narrative Template here. **You will need your GMS password to access this fillable document.** Sample templates are available at http://www.justice.gov/tribal/open-sol.html for review without a password.

8. Tribal Youth Program (OJJDP—Tribal Youth Program – TYP), CFDA #16.731	
Goals and Objectives:	*Applicants may apply for funding to include, but not limited to:*
OJJDP's Tribal Youth Program (TYP) supports and enhances Tribal efforts to prevent and reduce juvenile delinquency and strengthen the juvenile justice system for American Indian/Alaska Native youth. **Note:** The population of youth served under this grant must not include youth who are age 18 or older. Priority areas eligible for funding include the areas below. We recommend the selection of not more than one category for your project design. Prevention/Intervention/Treatment: 1. Prevention services to impact risk factors for delinquency and promote protective factors. (This may include: anti-gang education, youth gun violence reduction programs, truancy and school dropout prevention programs, afterschool programs, and parenting education programs.) 2. Interventions for court-involved Tribal youth. (This may include: graduated sanctions, mentoring, restitution, diversion, home detention, foster and shelter care, and other alternatives to	Staffing: Salary and fringe benefits for positions to support implementation of the program and/or oversee staff that provide direct assistance to youth participants; program consultant and contract services for professional support and for evaluation. Strategic Planning: Comprehensive planning for Tribal justice systems to serve juveniles. Equipment and Supplies: Computer hardware and software for Internet access and e-mail capability, cell phones, telephones, pagers, printers, fax machines, copiers, as needed for program implementation; General office supplies, postage, and other necessary program and outreach supplies. Training: Consultant and contract services for professional support and expert knowledge to assist with the development/enhancement of the program, such as training, treatment, information technology, and evaluation. 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" below).

detention.) 3. Treatment services for at-risk and high-risk youth. (This may include: Alcohol and drug abuse treatment and prevention programs; Mental health treatment and prevention programs services; and development and implementation of trauma-informed practices in programs and services that address child abuse and neglect, and the effects and issues of childhood trauma or exposure to violence.) 4. Prevention and intervention services to teach native girls culturally-appropriate skills needed to resist substance abuse, prevent teen pregnancy, prevent sexual abuse, foster positive relationships with peers and adults, learn self-advocacy, and build pro-social skills. Examples of prevention/intervention/ treatment services include, but are not limited to: - development of comprehensive screening tools, crisis intervention, intake assessments, treatment team planning, therapeutic services for co-occurring mental health and substance abuse disorders, drug testing, fetal alcohol syndrome screening, counseling, referral services, and placement services. - engaging at-risk Tribal youth in activities centered on cultural preservation, land reclamation, or green/sustainable Tribal traditions focusing on Tribal youth with chronic truancy or at risk of dropping out of school. - development and implementation of Tribal best practices and traditional healing methods to support Tribal youth. <u>Tribal Courts and Juvenile Detention Centers</u>: 1. Juvenile justice system improvements. (This may include the development and implementation of indigenous justice strategies and green/sustainable Tribal traditions, enhancement of tribal juvenile codes, implementation/ maintenance of Tribal juvenile detention	

standards, development of Tribal youth courts and drug courts, intake risk and needs assessments, advocacy programs, gender-specific programming and enhancing juvenile probation services and/or reentry programs.) 2. Services for youth in detention or out-of-home placement. (This may include green/sustainable Tribal traditions, risk and needs assessments, educational and vocational programming, mental health and substance abuse services, family strengthening, recreational activities, and aftercare/reentry services to help successfully reintegrate the youth into the Tribal community.) 3. Improvement or establishment of data collection systems. (This may include efforts to create and/or improve abilities to track youth in detention, placement or community-based programs, the goal being to improve understanding of youth and community needs.) **Tribal Law and Order Act (TLOA):** TYP funding is available to be used for activities outlined in TLOA such as strategic planning and resources related to development of a Tribal Action Plan (TAP).	
Specific Requirements	
Purpose Area #9 (OJJDP Tribal Youth Program – TYP): Under this Purpose Area, active TYP awardees (i.e., federally-recognized tribes with a TYP grant award end date later than October 1, 2014) are not eligible to apply. This includes active TYP grantees that request a no-cost extension beyond October 1, 2014.	
☐ **Travel**: Applicants must budget travel costs for attendance at the following DOJ and OJJDP trainings: 1) one 3-day strategic planning session for up to 4 people. (For budgeting purposes, please use Washington, DC, as the location of this meeting); 2) two 3-day OJJDP training sessions for 2 people. (For budgeting purposes, please use Washington, DC as the location for these meetings); and 3) two 3-day DOJ meetings for 2 people. (For budgeting purposes, please use Washington DC for one meeting and choose a location in your region for the second meeting). See the GSA web site for determining allowable per-diem travel costs: www.gsa.gov/portal/category/21287. ☐ **Strategic Planning Period:** These grants require a dedicated planning period at the start of the grant award. Awardees will be required to travel to a strategic planning training ("Strat Pak"), and submit a comprehensive plan for implementation of their program. ☐ **Other:** Recipients of grant funds will be required to participate in one program-area	

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://www.ojjdp-dctat.org/

To build your Purpose Area #9 Narrative, use the provided template located in GMS. Find the Purpose Area #9 Narrative Template here. **You will need your GMS password to access this fillable document.** Sample templates are available at http://www.justice.gov/tribal/open-sol.html for review without a password.

II. Amount and Length of Awards

All project start dates should be on or after September 1, 2014. DOJ has the discretion to make grants for greater or lesser amounts than requested and to negotiate the scope of work and budget with applicants prior to the awarding of a grant.

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

Purpose Area	Estimated Amount of Funding Available	Estimated Number of Awards to be Made; Estimated Award Amounts	Length of Award
1. Public Safety and Community Policing (COPS)	$27 million	Approximately 50 awards: Sworn Force of 1-9: no more than $300,000 Sworn Force of 10-20: no more than $600,000 Sworn Force of 20+: no more than $1,000,000.	3 years
2. Comprehensive Tribal Justice Systems Strategic Planning (BJA)	Up to $1.5 million	Approximately 8-12 awards; approximately $75,000 per award.	18 months
3. Justice Systems and Alcohol and Substance Abuse (BJA)	$16.8 million	Approximately 20-30 awards; approximately $250,000-750,000 per award.	3 years
4. Corrections and Correctional Alternatives (BJA)	$7.5 million	Estimated 2-4 awards for Renovation grants or supplemental funding for the completion of existing construction projects for single jurisdiction facility, approximately $1 million per award.	3 years

		Estimated 1-2 awards for Renovation grants or supplemental funding for the completion of existing construction projects for regional facility (detention, multi-purpose justice center, correctional alternative), approximately $2-$4 million per award.	
5. Violence Against Women Tribal Governments Program (OVW)	$32 million	Approximately 60 awards New applicants: Applicants who have never before received funding from OVW, or whose last award from OVW closed more than 12 months ago, can request up to approximately $450,000. Current Grantees: Applicants who have at least one active, current grant award from OVW are considered current grantees. There is no explicit limit on how much current grantees can request; however, due to demand for funding, OVW anticipates that it will not be able to offer current grantees an award totaling more than $900,000. Applicants should consider the level of effort necessary to complete the project and the amount of funds that were expended during the 36-month budget cycle, and not solely the amount that was previously awarded in deciding how much to request in FY 2014.	3 years
6. Children's Justice Act Partnerships for Indian Communities (OVC)	$2.7 million	Approximately 6 awards; up to approximately $450,000 per award.	3 years
7. Comprehensive Tribal Victim Assistance Program (OVC)	$3.6 million	Approximately 8 awards; up to approximately $450,000 per award.	3 years
8. Juvenile Justice (OJJDP)	Under $1 million	Estimated 2-3 awards; approximately $250,000-	3 years

		$300,000 per award.	
9. Tribal Youth Program (OJJDP)	$5 million	Approximately 10-12 awards; approximately $250,000-$500,000 per award.	3 years

III. Additional Budget Information

Supplanting: Generally, DOJ funds must be used to supplement existing funds for program activities and may not replace (supplant) non-federal funds that have been appropriated for the same purpose. Grant funds must be used to increase the amount of state, local, Tribal, or Bureau of Indian Affairs funds that otherwise would be budgeted for these purposes in the absence of DOJ grant funding. For additional guidance regarding supplanting, including DOJ program-specific examples, refer to the "Coordinated Tribal Assistance Solicitation Guidance Regarding Supplanting" FAQ at www.justice.gov/tribal. Purpose Area #5 applicants should include a letter of nonsupplanting in their application, as described above.

Limitation on Use of Award Funds for Employee Compensation; Waiver: With respect to any award of more than $250,000 made under this solicitation, federal funds may not be used to pay total cash compensation (salary plus bonuses) to any employee of the award recipient at a rate that exceeds 110% of the maximum annual salary payable to a member of the Federal Government's Senior Executive Service (SES) at an agency with a Certified SES Performance Appraisal System for that year (currently $197,670). The 2013 salary table for SES employees is available at www.opm.gov/oca/13tables/indexSES.asp. Note: A recipient may compensate an employee at a higher rate, provided the amount in excess of this compensation limitation is paid with non-federal funds. (Any such additional compensation will not be considered matching funds where match requirements apply.)

The limitation on compensation rates allowable under an award may be waived on an individual basis at the discretion of the Assistant Attorney General (AAG) for the Office of Justice Programs, or the Director of the Office on Violence Against Women, as appropriate. (Waivers are not applicable to the Office of Community Oriented Policing Services.) An applicant that wishes to request a waiver must include a detailed justification in the budget narrative of its application. Unless the applicant submits a waiver request and justification with the application, the applicant should anticipate that DOJ will request that the applicant adjust and resubmit its budget.

The justification should include: the particular qualifications and expertise of the individual, the uniqueness of the service being provided, the individual's specific knowledge of the program or project being undertaken with award funds, and a statement explaining that the individual's salary is commensurate with the regular and customary rate for an individual with his/her qualifications and expertise, and for the work that is to be done.

Minimization of Event Costs
Generally funding may not be used to purchase food and/or beverages for any meeting, conference, training, or other event under any CTAS Purpose Area. Exceptions may be available in very rare and unique circumstances, with the approval of the awarding office.

All award recipients that propose to hold or sponsor conferences (including meetings, trainings, and other similar events) will be required to minimize costs, and may be required to receive prior written approval of conference costs. Prior review and approval of conference costs can take time, and applicants should take this into account when submitting proposals. Applicants also

should understand that conference cost limits may change and that they should check the guidance for updates before incurring such costs. See[Link to FAQ] for more information.

IV. Performance Measures

To assist in fulfilling the Department's responsibilities under the Government Performance and Results Act (GPRA), P.L. 103-62, and the GPRA Modernization Act of 2010, P.L. 111–352, applicants who receive funding under this solicitation must provide data that measure the results of their work.

This solicitation has one overarching objective that applies to all programs and separate objectives for each Purpose Area. For each applicable Purpose Area, sample performance measures and required data are listed. The listed measures and data are not exhaustive, but are intended to provide applicants with insight into the measures and data on which they will be expected to report.

Submission of performance measures data is not required for the application. Performance measures are included here as an alert that successful applicants will be required to submit specific data to DOJ as part of their reporting requirements after an award is made. Grantees will be required to provide the data requested in the "Sample Data Grantee Must Provide" column for each applicable objective so that DOJ can calculate values for the "Sample Performance Measure(s)" column. Additional performance measures may be developed and required, specific and complementary to each awarded program. After awards are made, DOJ staff will provide additional information about how data should be collected and reported.

Objective	Sample Performance Measure(s)	Sample Data Grantee Must Provide
Overarching objective: Improve the grant planning and application processes for Department of Justice Tribal grant applicants.	Number of collaborative partners involved in the comprehensive planning stage.	Number of collaborative partners involved in the comprehensive planning stage (specify by type).
Purpose Area #1: Public Safety and Community Policing (COPS)	Effectiveness rating of COPS grant resources in increasing the community policing capacity of grantees. Effectiveness rating of COPS grant resources in increasing the technological capacity of grantees.	Periodic progress reports providing an overview of grant purchases/implementation and implementation of community policing strategies.
Purpose Area #2: Comprehensive Tribal Justice Systems Strategic Planning (BJA)	Development of a comprehensive plan for Tribal justice safety and wellness	Periodic progress reports providing an overview of community assessment, coordination, and development of a written plan.
Purpose Area #3:	Percent increase in the number of	Number of cases filed in the

Justice Systems, and Alcohol and Substance Abuse (BJA)	cases handled by Tribal courts. Number of full-time equivalent (FTE) judicial and other court positions created or funded under the grant award. Percent reduction in the number of arrests for crimes where alcohol or substance abuse was a factor. Percent increase in number of individuals receiving treatment services as a result of this program. Percent increase in number of participants at Tribal community prevention trainings.	court during the prior period. Number of cases filed in the court during the current reporting period. Number of judicial and other court positions created as a result of the grant during the reporting period. Number of arrests for crimes where alcohol or substance abuse was a factor for the period prior to grant funding. Number of arrests for crimes where alcohol or substance abuse was a factor for the current reporting period. Number of individuals receiving treatment services for the period prior to grant funding. Number of individuals receiving treatment services as a result of this program during the current reporting period. Number of participants at Tribal community prevention trainings during the period prior to grant funding. Number of participants at Tribal community prevention trainings during the current reporting period.
Purpose Area #4: Corrections and Correctional Alternatives (BJA)	Number of programs (by type) implemented or enhanced as a result of facility renovation or construction.	Number of programs (by type) implemented or enhanced as a result of facility renovation or construction.
Purpose Area #5: Violence Against Women Tribal Governments Program (OVW)	Number of professionals trained to respond to domestic violence, dating violence, sexual assault, and stalking.	Number of professionals trained to respond to domestic violence, dating violence, sexual assault, and stalking.

	Percent of victims requesting services who received them.	Number of victims requesting and receiving services.
Purpose Area #6: Children's Justice Act Partnerships for Indian Communities (OVC)	Percent increase in the number of developed, established, and operating programs that improve the investigation, prosecution, and overall handling of cases of child sexual abuse and severe physical abuse cases. Percent increase in the number of child abuse/sexual abuse prosecutions at the Tribal, state, and federal levels.	Number of child abuse cases investigations initiated. Number of prosecutions.
Purpose Area #7: Comprehensive Tribal Victim Assistance Program (OVC)	Number of partners that participate and contribute to grant activities. Percent of victims requesting services who received them. Number of services provided, by type.	Number of partners that participate and contribute grant activities. Number of victims requesting and receiving services. Number of services provided, by type.
Purpose Area #8: Juvenile Justice (OJJDP)	Number of juvenile offenders who receive graduated sanctions. Percentage of training participants who rated the training as satisfactory or better. For a list of the complete measures, see: www.ojjdp-dctat.org/help/Grids/PDF/TYPGrids.pdf	Number of juvenile offenders who receive graduated sanctions. Number of training participants and number who rated the training as satisfactory or better.
Purpose Area #9: Tribal Youth Program (OJJDP)	Number of program youth and/or families served. Percent of program youth who offend or reoffend (arrested/rearrested). Percent of program youth and/or families exhibiting desired change in targeted behaviors (i.e., substance use, antisocial behavior, truancy, gang involvement, etc.). For a list of the complete measures, see: www.ojjdp-dctat.org/help/Grids/PDF/TYPGrids.pdf	Number of program youth and/or families served. Number of program youth who offend or reoffend. Number of program youth and/or families exhibiting desired change in targeted behaviors.

G. Application Review and Evaluation Process

Applications should include all items listed on page 3 in "What an Application Should Include" and noted on the "Application Checklist" (section J). Applications will also be reviewed and evaluated based on the responses to the following sections:

I. Tribal Community & Justice Profile (30%)** (includes Executive Summary, Tribal Narrative Profile)
II. Purpose Area Narrative for each Purpose Area the applicant is applying under (50%)**
III. Project/Program Timeline (5%)
IV. Budget Detail Worksheet and Narrative including Demographic Form (15%)**
V. Tribal Authority To Apply Documentation
VI. Indirect Cost Rate Agreement (if applicable)
VII. Applicant Disclosure of Pending Applications
VIII. Letter of Nonsupplanting (for Purpose Area #5 applicants)
IX. Other Attachments (as needed)

**Items noted by ** MUST be included in the application submission in order for the application to proceed to peer review and be considered for funding.

DOJ is committed to ensuring a fair and open process for awarding grants. Each relevant DOJ component will review the application to make sure that the information presented is reasonable, understandable, measurable, and achievable, as well as consistent with the solicitation.

Peer reviewers will be reviewing the applications submitted under this solicitation that meet eligibility 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 requirements will be evaluated, scored, and rated by peer reviewers. Peer reviewers' ratings and any resulting recommendations are advisory only.

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

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, the extent to which the applicant has adhered to all special conditions

in the prior awards, the extent to which the applicant has complied with programmatic and financial reporting requirements, the extent to which the applicant has completed close out 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 on site monitoring visit in a timely manner, whether the applicant has adhered to the Office of Management and Budget single audit requirement, and the extent to which the applicant has spent prior grant funds in a timely manner.

Absent explicit statutory authorization or written delegation of authority to the contrary, all final grant award decisions will be made by the head of the DOJ awarding agency component (i.e., by the head of the Office of Justice Programs (OJP), OVW, or COPS, as applicable), who may also give consideration to factors including, but not limited to, underserved populations, population served, geographic diversity, strategic priorities, past performance, and available funding when making awards.

H. How to Apply

Applications are submitted through OJP's Grants Management System (GMS). GMS is a web-based, data-driven computer application that provides cradle to grave support for the application, award, and management of awards at OJP and OVW. Applicants must register in GMS for each specific funding opportunity and should begin the process immediately to meet the GMS registration deadline, especially if this is the first time using the system. Complete instructions on how to register and submit an application in GMS can be found at www.ojp.usdoj.gov/gmscbt/. If the applicant experiences technical difficulties at any point during this process, e-mail GMS.HelpDesk@usdoj.gov or call 888-549-9901 (option 3), Monday – Friday from 6:00 a.m. to midnight eastern time, except federal holidays. OJP highly recommends that applicants start the registration process as early as possible but no later than March 4, 2014 to prevent delays in submitting an application package by the specified application deadline.

All applicants should complete the following steps:

1. **Acquire a Data Universal Numbering System (DUNS) number.** In general, the Office of Management and Budget requires that all applicants (other than individuals) for federal funds include a DUNS number in their application for a new award or renewal of an existing award. A DUNS number is a unique nine-digit sequence recognized as the universal standard for identifying and keeping track of entities receiving federal funds. The identifier is used for tracking purposes and to validate address and point of contact information for federal assistance applicants, recipients, and subrecipients. The DUNS number will be used throughout the grant life cycle. Obtaining a DUNS number is a free, one-time activity. Obtain a DUNS number by calling Dun and Bradstreet at 866-705-5711 or by applying online at www.dnb.com. A DUNS number is usually received within 1-2 business days.

2. **Acquire registration with the System for Award Management (SAM). SAM replaces the Central Contractor Registration (CCR) database** as the repository for standard information about federal financial assistance applicants, recipients, and subrecipients DOJ requires that all applicants (other than individuals) for federal financial assistance maintain current registrations in the SAM database. Applicants must **update or renew their SAM registration annually** to maintain an active status.

   Applicants that were previously registered in the CCR database must, at a minimum:

- Create a SAM account;
- Log in to SAM and migrate permissions to the SAM account (all the entity registrations and records should already have been migrated).

Applicants that were not previously registered in the CCR database must register in SAM prior to registering in GMS. Information about SAM registration procedures can be accessed at www.sam.gov.

3. **Acquire a GMS username and password**. A new user must create a GMS profile by selecting the "First Time User" link under the sign-in box of the GMS home page. For more information on how to register in GMS, go to www.ojp.usdoj.gov/gmscbt/.

4. **Verify the SAM registration in GMS (formerly CCR registration).** DOJ requests that all applicants verify their SAM registration in GMS. Once logged into GMS, click the "CCR Claim" link on the left side of the default screen. Click the submit button to verify the SAM (formerly CCR) registration.

5. **Search for the funding opportunity on GMS.** After logging into GMS or completing the GMS profile for username and password, go to the "Funding Opportunities" link on the left side of the page. Select "Department of Justice" and "FY 2014 Coordinated Tribal Assistance Solicitation."

6. **Register by selecting the "Apply Online" button associated with the solicitation title.** The search results from step 5 will display the solicitation title along with the registration and application deadlines for this funding opportunity. Select the "Apply Online" button in the "Action" column to register for this solicitation and create an application in the system.

7. **Complete the Disclosure of Lobbying Activities.** All applicants must complete this information and submit the form in GMS. An applicant that expends any funds for lobbying activities must provide the detailed information requested on the form, *Disclosure of Lobbying Activities* (SF-LLL). An applicant that does not expend any funds for lobbying activities should enter "N/A" in the required highlighted fields. Access the form at www.ojp.gov/funding/forms/disclosure.pdf.

8. **Applicant Disclosure of Pending Applications**
   Applicants are required to disclose whether they have pending applications for federally funded assistance that include requests for funding to support the same project(s) being proposed under this solicitation that would 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 for federal funding (e.g., applications to federal agencies) and indirect applications for such funding (e.g., applications to State agencies that will be subawarding 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 <u>not</u> seen as inappropriate duplication.**

   Applicants that have pending applications that would cover identical cost items are to provide the following information about pending applications submitted within the last 12 months:
   • the federal or state funding agency
   • the solicitation name/project name

• the point of contact information at the applicable funding agency

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

Applicants should include the table as a separate attachment in GMS, with the file name "Disclosure of Pending Applications." Applicants that do not have pending applications as described above are to include a statement to this effect in the separate attachment page. (e.g., **"[Applicant Name] does not have pending applications submitted within the last 12 months for federally funded assistance that include requests for funding to support the same project(s) being proposed under this solicitation and cover identical cost items as outlined in the budget narrative and worksheet in the application under this solicitation."**)

9. **Submit an application consistent with this solicitation by following the directions in GMS.** Once submitted, GMS will display a confirmation screen stating the submission was successful. **Important:** In some instances, an applicant must wait for GMS approval before submitting an application. Applicants are urged to submit the application **at least 72 hours prior** to the due date of the application.

IMPORTANT WARNING! Each Tribe or Tribal consortium will be allowed only one application submission. An application can be revised in GMS until the application deadline, 7:00 p.m. ET, Monday, March 24, 2014. Note that only the final version of an application submitted in GMS will be considered.

If a Tribe submits more than one application, only one 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 this independent application is for funding for activities that are distinct from those activities for which the Tribal consortium has applied.

Note: The Grants Management System (GMS) does not accept executable file types as application attachments. These disallowed file types include, but are not limited to, the following extensions: ".com," ".bat," ".exe," ".vbs," ".cfg," ".dat," ".db," ".dbf," ".dll," ".ini," ".log," ".ora," ".sys," and ".zip."

Note: The Budget Detail Workbook requires MS Excel 2007 or 2010.

DOJ Policy on Late Submissions

DOJ offers several options for CTAS applicants to provide advance notice to DOJ if receipt of their application will be delayed due to a temporary lack of Internet access, other technical difficulties, or geographic isolation. Applicants must provide notice 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. Extension of deadlines is not guaranteed

Experiencing Unforeseen GMS Technical Issues

If you experience unforeseen GMS technical issues beyond your control which prevent you from submitting your application by the deadline, **please contact the GMS helpdesk** (e-mail GMS.HelpDesk@usdoj.gov or call 888-549-9901 (option 3)) **immediately to create a record of the issue**. You must also contact the Response Center (1-800-421-6770) **within 24 hours after the deadline** and request approval to submit your application. At that time, the Response Center will require you to email the complete grant application, your DUNS number, and provide a GMS Help Desk tracking number(s). After DOJ reviews all of the information submitted as well as contacts the GMS Help Desk to validate the technical issues you reported, DOJ will contact you to either approve or deny your request to submit a late application. If the technical issues you reported cannot be validated, your application will be rejected as untimely.

To ensure a fair competition for limited discretionary funds, the following conditions are not valid reasons to permit late submissions: (1) failure to begin the registration process in sufficient time; (2) failure to follow GMS instructions on how to register and apply as posted on its website; (3) failure to follow all of the instructions in the DOJ solicitation; and (4) failure to register or update information on the SAM web site.

Notifications regarding known technical problems with GMS will be posted on www.justice.gov/tribal.

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 seven calendar days late, by sending an e-mail to 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.

I. Additional Requirements

Applicants selected for awards must agree to comply with additional legal requirements upon acceptance of an award. We strongly encourage you to review the information pertaining to these additional requirements prior to submitting your application. Additional information for each can be found at www.justice.gov/tribal.

- Civil Rights Compliance
- Funding to Faith-Based Organizations
- Confidentiality
- Research and the Protection of Human Subjects (if applicable)
- Research and Evaluation Independence and Integrity (if applicable)
- Anti-Lobbying Act

- Financial and Government Audit Requirements
- Reporting of Potential Fraud, Waste, and Abuse, and Similar Misconduct
- National Environmental Policy Act (NEPA) (if applicable)
- Criminal Intelligence Systems (if applicable)
- DOJ Information Technology Standards (if applicable)
- Single Point of Contact Review
- Non-Supplanting of State or Local Funds
- Criminal Penalty for False Statements
- Compliance with COPS, OJP and/or OVW Financial Guides
- Suspension or Termination of Funding
- Non-Profit Organizations
- For-Profit Organizations
- Government Performance and Results Act (GPRA)
- Rights in Intellectual Property
- Federal Funding Accountability and Transparency Act of 2006 (FFATA)
- Active SAM Registration
- Policy and Guidance for Approval, Planning, and Reporting of Conferences (including Meetings and Trainings)
- Training Guiding Principles for Grantees and Subgrantees (if applicable)

J. Application Checklist

Before submitting your application, applicants should address the following:

Eligibility

_____ Federally-recognized Tribe; or
_____ Tribal Consortium
_____ Organization that is acting as the *authorized designee* of a federally-recognized Tribe (Purpose Areas #5, 6, 7 only)

In addition to the above, some Purpose Areas have specific eligibility criteria noted on page ii of the solicitation.

Registration

_____ Acquire a DUNS Number if 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.

_____ Acquire a GMS Username and Password. New GMS users will need to acquire a GMS Username and Password, and create a GMS profile. Returning GMS users should log into GMS with current username and password, and review and update your GMS profile, if necessary.

_____ Register with GMS:
- _____ Log into GMS with your username and password;
- _____ Go to the Funding Opportunities link, select "Department of Justice" and "FY 2014 Coordinated Tribal Assistance;" and
- _____ Select the Apply On-Line button in the Action Column.

Application Submission Deadline

_____ Applications are due by 7:00 p.m. Eastern Time (ET) on Monday, March 24, 2014. **You are urged to submit your application at least 72 hours prior to the application deadline.**

_____ For applicants without Internet access only: Contact the Response Center at 1–800–421–6770 no later than February 24th, 2014 to discuss how to submit an application by alternative means.

IMPORTANT WARNING! <u>Each Tribe or Tribal consortium will be allowed only one application submission.</u> An application can be revised in GMS until the application deadline, 7:00 p.m. ET, Monday, March 24, 2014. Note that only the final version of an application submitted in GMS will be considered.

If a Tribe submits more than one application, only one <u>final</u> 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 this independent application is for funding for activities that are distinct from those activities for which the Tribal consortium has applied.

The Application Contains:

_____ Tribal Community & Justice Profile, comprised of two parts:
- _____ Executive Summary
- _____ Tribal Narrative Profile

_____ Purpose Area Narrative(s). Include a separate narrative for each Purpose Area under which the applicant is applying.

_____ Project/Program Timeline

_____ One Budget Workbook (Demographic Form, Budget Detail Worksheet and Budget Narrative). The Workbook should contain a proposed Budget Detail Worksheet and Budget Narrative for each Purpose Area for which funds are being requested.

Note: For each Purpose Area for which funds are requested, you must budget for two required DOJ trainings. See Purpose Area specific information for any additional required trainings.

_____ Tribal Authority to Apply Documentation

_____ Indirect Cost Rate Agreement (if applicable)

_____ Applicant Disclosure of Pending Applications

_____ Other Attachments as necessary (Letters of Support, Resumes, Job Descriptions for Unfilled Positions, Memoranda of Understanding, Tribal Resolutions, etc.)

See section F (Listing of Purpose Areas) for Specific Application Requirements by Purpose Area.

Format for Timeline:

____ See Timeline template at www.justice.gov/tribal

Note that the following supporting documents are available at www.justice.gov/tribal:

- Sample Timeline template
- Sample Budget Detail Workbook and narrative with budget workbook instructions
- Sample Executive Summary
- Table of statutory authority
- Information about the Department of Justice and the program offices offering funding through this solicitation
- Allowable and Unallowable Cost Lists for COPS Purpose Area #1
- Calculation of Match Requirements for OJJDP Purpose Area #8
- Acronyms and Abbreviations
- Frequently asked questions (FAQs)