

U.S. Department of Justice
Office of Justice Programs
Bureau of Justice Assistance



BJA FY 22 Smart Reentry and Supervision: Grants, Tools, and Technical Assistance to Facilitate Change

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Overview

The U.S. Department of Justice (DOJ), Office of Justice Programs (OJP), Bureau of Justice Assistance (BJA) seeks applications for funding for Smart Reentry and Supervision: Grants, Tools, and Technical Assistance to Facilitate Change. This program furthers DOJ's mission by providing resources to support states and units of local government in planning, implementing, or expanding effective reentry and supervision practices and service delivery systems that address individuals' needs and reduce recidivism.

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

Solicitation Categories

Competition ID	Category *	Number of Awards	Dollar Amount for Award	Performance Start Date	Performance Duration (Months)
C-BJA-2022-00136-PROD	Category 1: Smart Reentry	6	\$850,000.00	10/1/22 12:00 AM	36
C-BJA-2022-00137-PROD	Category 2: Smart Supervision	4	\$850,000.00	10/1/22 12:00 AM	36
C-BJA-2022-00138-PROD	Category 3: Training and Technical Assistance	1	\$7,000,000.00	10/1/22 12:00 AM	36

Eligible Applicants:

County governments, Native American tribal organizations (other than Federally recognized tribal governments), Nonprofits having a 501(c)(3) status with the IRS, other than institutions of higher education, Nonprofits that do not have a 501(c)(3) status with the IRS, other than institutions of higher education, Private institutions of higher

education, Public and State controlled institutions of higher education, State governments, Other

Other

Categories 1 and 2:

- State and county governments

Category 3:

- Native American tribal organizations (other than federally recognized tribal governments)
- Nonprofits having a 501 (c)(3) status with the IRS, other than institutions of higher education
- Nonprofits that do not have a 501(c)(3) status with the IRS, other than institutions of higher education
- Private institutions of higher education
- Public and state-controlled institutions of higher education

For purposes of this solicitation, “state” means any state of the United States, the District of Columbia, the Commonwealth of Puerto Rico, the Virgin Islands, Guam, American Samoa, and the Commonwealth of the Northern Mariana Islands.

BJA will consider applications under which two or more entities would carry out the federal award; however, only one entity may be the applicant. Any others must be proposed as subrecipients (subgrantees). For additional information on subawards, see the [OJP Grant Application Resource Guide](#).

BJA may elect to fund applications submitted under this FY 2021 solicitation in future fiscal years, dependent on, among other considerations, the merit of the applications and on the availability of appropriations.

Contact Information

For technical assistance with submitting the Application for Federal Assistance standard form (SF)-424 and a Disclosure of Lobbying Activities form (SF-LLL) in Grants.gov, contact the Grants.gov Customer Support Hotline at 800-518-4726, 606-545-5035, [Grants.gov Customer Support](#), or support@grants.gov. The Grants.gov Support Hotline operates 24 hours a day, 7 days a week, except on federal holidays.

For technical assistance with submitting the full application in DOJ's Justice Grants System (JustGrants), contact the JustGrants Service Desk at 833-872-5175 or JustGrants.Support@usdoj.gov. The JustGrants Service Desk operates 5 a.m. to 9 p.m. eastern time Monday-Friday and 9 a.m. to 5 p.m. Saturday, Sunday, and Federal holidays.

For assistance with any other requirements of this solicitation, contact the OJP Response Center by telephone at 800-851-3420 or TTY: 301-240-6310 (hearing impaired only), or by email at grants@ncjrs.gov. The OJP Response Center hours of operation are 10:00 a.m. to 6:00 p.m., eastern time Monday–Friday, and 10:00 a.m. to 8:00 p.m. on the solicitation closing date.

Submission Information

Applications will be submitted to DOJ in two steps:

Step 1: The applicant must submit by the Grants.gov deadline the required Application for Federal Assistance standard form (SF)-424 and a Disclosure of Lobbying Activities (SF-LLL) form when they register in Grants.gov at <https://www.grants.gov/web/grants/register.html>. To register in Grants.gov, the applicant will need to ensure that its System for Award Management (SAM) registration is current.

Step 2: The applicant must then submit the **full application**, including attachments, in JustGrants at [JustGrants.usdoj.gov](https://www.justgrants.usdoj.gov). To be considered timely, the full application must be submitted in JustGrants by the JustGrants application deadline. OJP encourages applicants to review the “How to Apply” section in the [OJP Grant Application Resource Guide](#) and the [JustGrants website](#) for more information, resources, and training.

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Program Description

Overview

OJP is committed to advancing work that promotes civil rights and racial equity, increases access to justice, supports crime victims and individuals impacted by the justice system, strengthens community safety and protects the public from crime and evolving threats, and builds trust between law enforcement and the community. This program provides grants and technical assistance to improve the capacity and effectiveness of state- and local-level corrections agencies to increase the success rates of individuals returning to and supervised in their communities.

This solicitation is part of the Second Chance Act (SCA) suite of programs in FY 2022. This year a range of programs for states, local units of government, nonprofit organizations, and tribal governments are being competed, including:

- Community-based Reentry Program
- Improving Reentry Education and Employment Outcomes Program
- Improving Reentry Substance Use Disorder Treatment Outcomes Program
- Pay for Success
- Swift, Certain, and Fair Supervision and HOPE Institute
- Smart Reentry and Supervision: Grants, Tools, and Technical Assistance to Facilitate Change

Not all entities are eligible for all programs. Applicants are encouraged to review each solicitation in its entirety to determine their eligibility and the goodness of fit for their proposal. Additional details on the SCA suite of programs can be found on the [DOJ Grants Program Plan](#).

Statutory Authority

Category 1: Pub. L. No. 90-351, Title I, Sec. 2976 (codified at 34 U.S.C. 10631); Department of Justice Appropriations Act, 2022 (Pub. L. No. 117-103, 136 Stat. 49, 126)

Category 2: Department of Justice Appropriations Act, 2022 (Pub. L. No. 117-103, 136 Stat. 49, 126)

Category 3: Pub. L. No. 90-351, Title I, Sec. 2976 (codified at 34 U.S.C. 10631); Department of Justice Appropriations Act, 2022 (Pub. L. No. 117-103, 136 Stat. 49, 126)

Specific Information

Approximately 95 percent of those who are incarcerated will be released and return to communities across the nation. A majority of these individuals have needs that, if unaddressed in prison and jail and after release, may negatively impact their ability to live healthy and productive lives, reducing the likelihood of reentry success. Probation and parole practices also play a key role in shaping reentry outcomes. Across the nation, 45 percent of all state prison admissions result from supervision violations, including 25 percent of admissions that result from technical violations ([CSG Justice Center, 2019](#)).

The Smart Reentry and Supervision: Grants, Tools, and Technical Assistance to Facilitate Change (Smart Reentry and Supervision) Program seeks to improve the capacity and effectiveness of corrections agencies to increase the success of adults returning to their communities from incarceration. It also seeks to improve the capacity and effectiveness of probation and parole agencies to facilitate successful outcomes for people on supervision. In both cases, promoting success requires addressing underlying risk and needs among the target population (adults in reentry or on supervision). At the same time, both institutional and community corrections agencies are balancing a shrinking workforce with a complicated mission to facilitate successful outcomes for their target populations.

Under Categories 1 and 2 of this solicitation, BJA will fund institutional and community corrections agencies to improve reentry and supervision outcomes. Selected agencies will also receive training and technical assistance (TTA), to include assistance in the development and implementation of real-time technology tools designed to work with their existing data and case management systems. Under Category 3, BJA will fund a TTA provider to assess and build the capacity of grantees to strengthen reentry and supervision outcomes, and provide subject matter and project management expertise to help grantees achieve their goals and objectives. The TTA provider will also develop and facilitate the adoption of real-time technology tools to improve grantees' understanding of the ways in which their operations are driving positive and negative outcomes, and build capacity to use data to drive decisions about where and how to adjust and realign strategies, and make the best use of human and other resources in the immediate and long-term. The specific tools may vary by grantee in order to best meet their needs and complement existing data systems; however, examples might include, but are not limited to, data dashboards or other tools that provide agencies with real-time visibility into statistics that enable them to better manage and project their population and assess policies and practices. The program has three phases.

Phase One: Planning. In the first phase, corrections and supervision agencies will assess their capacity in particular areas linked to positive reentry and supervision outcomes, map out action plans for agency policy and practice changes to expand that capacity, and will additionally consult with the selected TTA provider about technology tools to help achieve and sustain

those changes. The TTA provider will guide the agencies through the assessment and planning process, and the agencies will consult with their partners and stakeholders for input.

During this phase, BJA will expect grantees to share information and collaborate with the TTA provider. For the technology component in particular, BJA anticipates this will include data-sharing agreements and in-depth discussions about existing systems and agency operations. The TTA provider will design one or more solutions to work with each agency's existing case management system and power real-time tools for leadership (e.g., to forecast populations, needs and capacity to meet them, impact of policy or practice changes, track outcomes across the agency) and/or staff (e.g., to track outcomes, intervene proactively rather than reactively, reduce administrative burden) and begin to integrate them.

Phase Two: Implementation. The second phase has multiple parts, which may occur either simultaneously or sequentially, depending on the needs of the agency and nature of the improvements. In the second phase, corrections and supervision agencies will implement the action plans developed in Phase One to align their agencies with relevant promising and evidence-based practices, address their target population's needs, and/or otherwise remove barriers to successful outcomes. They will also adopt and utilize the technology tool(s) to inform the prioritization, scope, and scale of the improvements.

Corrections agencies will establish a pilot program or expand an existing program to improve reentry outcomes in line with the action plan they completed in Phase One. The program must serve a minimum of 150 adults identified through data analysis as having a relatively high risk of recidivism, who are returning to a particular community where a disproportionate number of adults are released from prisons or jails (e.g., specific neighborhood or ZIP code), or who are housed in the same facility prior to release. Supervision agencies will similarly establish a pilot program or expand an existing program to test an improvement(s) or train staff to bring use of the technology enhancements to scale.

Throughout this process, the TTA provider will provide subject matter and project management expertise to facilitate grantees' adoption of the technology solutions, including training relevant staff on use of the tools, communication of the results, and use of the results. The TTA provider will also provide this expertise to implement improvements and establish pilot programs or bring changes to scale.

Phase 3: Evaluation. In the program's third and final phase, corrections and supervision agencies will demonstrate use of the real-time technology tool(s) to inform policy and practice decisions at the leadership level (change, stay the same, allocate resources, adjust operating procedures) and/or line staff level (e.g., case management, work flow, reduce administrative burden), and in a variety of domains (target population needs).

Selected agencies and the TTA provider will also collaborate on a program-wide process and outcome evaluation. The TTA provider will be responsible for designing the evaluation and providing structure for consistent, user-friendly data collection throughout the project period. Agencies will provide input on the evaluation design to ensure its feasibility, provide the requested information, and be accessible to the TTA provider to complete this component of the program.

For more information about Smart Reentry (formerly known as the Innovations in Reentry Initiative) and Smart Supervision (formerly known as the Innovations in Supervision Initiative) see <https://bja.ojp.gov/program/innovations-reentry-initiative/overview> and <https://bja.ojp.gov/program/innovations-supervision-initiative/overview>.

OJP expects substantial involvement between OJP and the direct recipients, and, as such, will make awards via cooperative agreements.

Goals, Objectives, Deliverables, and Timeline

Goals

Generally, this program's goals are to plan and implement or expand practices and service delivery systems that address the needs of adults in reentry or on supervision to promote reentry and supervision success. The specific goals of this program are to improve institutional corrections and community corrections agencies' capacity to (1) provide services and support to adults under their correctional control based on their individually assessed needs and facilitate successful community reintegration and/or supervision through accountability and positive change, (2) track the outcomes of current policies and practices and inform future decisions, and (3) adopt and use technology to assist these outcomes. This program additionally provides TTA to help agencies achieve these goals, including to develop and adopt the technology tool(s), and then evaluate efforts of the program to share lessons with the field.

Objectives

One: Assess agencies' capacity to meet their missions and their populations' needs, including to reduce recidivism among the target population.

Two: Develop action plans to increase capacity using promising and evidence-based practices, as well as technology tools.

Three: Implement plans to help strengthen outcomes for adults in reentry and on supervision.

Four: Develop and adopt technology solutions and tools to facilitate or support implementation of those plans.

Five: Test improvement strategies or bring enhancements to scale, including incorporating new technology tools into operations.

Six: Pursue continuous quality improvement to measure outcomes and promote accountability.

Seven: Promote and increase collaboration among agencies and officials.

Eight: Conduct a process and outcome evaluation of objectives 1–7.

Deliverables

Categories 1 and 2

- **One:** Develop an action plan*.
- **Two:** Facilitate information sharing, including data-sharing agreements, as needed with TTA.
- **Three:** Implement policy and practice improvements*.
- **Four:** Adopt the selected technology tool(s).
- **Five: Category 1:** Establish a pilot program or expand an existing one*. **Category 2:** Establish a pilot program or expand an existing program to test an improvement(s) according to the above or train staff to bring enhancements to scale.
- **Six:** Participate in a process and outcome evaluation*.

Category 3

- **One:** Develop assessment and action plan templates.
- **Two:** Recommend technology solutions to be developed for each grantee.
- **Three:** Develop technology solutions for individual grantees.
- **Four:** Provide subject matter and project management expertise to grantees.
- **Five:** Facilitate grantees' adoption of technology solutions.
- **Six:** Conduct process and outcome evaluations of the Category 1 and 2 awards.

***Category 1 only:** Section 101 of the Second Chance Act, as amended by the Second Chance Reauthorization Act of 2018, outlines "Mandatory Requirements" that must be satisfied by an applicant in order to be eligible for this grant. BJA expects that some agencies may be in the preliminary stages of development at the time of application and these requirements will be completed during the grant period with assistance from the TTA provider and demonstrated through the objectives and deliverables enumerated above. See **Appendix D** for details.

The Goals, Objectives, and Deliverables are directly related to the performance measures that show the completed work's results, as discussed in the "Application and Submission Information" section.

Evidence-Based Programs or Practices

OJP strongly encourages the use of data and evidence in policymaking and program development for criminal justice, juvenile justice, and crime victim services. For additional information and resources on evidence-based programs or practices, see the [OJP Grant Application Resource Guide](#).

Information Regarding Potential Evaluation of Programs and Activities

OJP may conduct or support an evaluation of the programs and activities funded under this solicitation. For additional information, see the [OJP Grant Application Resource Guide](#) section entitled "Information Regarding Potential Evaluation of Programs and Activities."

OJP Priority Areas

The Department of Justice is committed to advancing work that promotes civil rights and racial equity, increases access to justice, supports crime victims and individuals impacted by the justice system, strengthens community safety and protects the public from crime and evolving threats, and builds trust between law enforcement and the community.

1. Priority Considerations Supporting Executive Order 13985, *Advancing Racial Equity and Support for Underserved Communities Through the Federal Government*

Consistent with this Executive Order, the term "underserved community" refers to a population sharing a particular characteristic, as well as a geographic community, that has been systematically denied a full opportunity to participate in aspects of economic, social, and civic life or whose members have been historically underserved, marginalized, and adversely affected by inequality. Such communities include, among others, Black people, Hispanics and Latino/a/e people, Native American and other Indigenous peoples of North America (including Alaska Natives, Eskimos, and Aleuts), Asian Americans, Native Hawaiians, and Pacific Islanders.

In support of Executive Order 13985, OJP will:

A. Give priority consideration to applications that include project(s) that will promote racial equity and the removal of barriers to access and opportunity for communities that have been historically underserved, marginalized, and adversely affected by inequality when making award decisions.

To receive this consideration, the applicant must describe how the proposed project(s) will address potential inequities and barriers to equal opportunity, and/or contribute to greater access to services for underserved and historically marginalized populations.

B. **Categories 1 and 2 only.** Give priority consideration to applicants that can demonstrate that their capabilities and competencies for implementing their proposed project(s) are enhanced because the applicant (or at least one proposed subrecipient that will receive at least 30 percent of the requested award funding, as demonstrated in the budget worksheet and budget narrative) identifies as a culturally specific organization. To receive this additional priority consideration, applicants must describe how being a culturally specific organization (or funding the culturally specific subrecipient organization(s)) will enhance their ability to implement the proposed project(s) and should also specify which culturally specific populations are intended or expected to be served or to have their needs addressed under the proposed project(s).

Culturally specific organizations are defined for purposes of this solicitation as private nonprofit or tribal organizations whose primary purpose as a whole is to provide culturally specific services to, among others, Black people, Hispanics and Latino/a/e people, Native American and other Indigenous peoples of North America (including Alaska Natives, Eskimos, and Aleuts), Asian Americans, Native Hawaiians, and/or Pacific Islanders.

2. Priority Considerations Supporting Jurisdictions with Particularly High Rates of Reentry or Supervision.

OJP will:

A. **Category 1 only.** Give priority consideration to applicants that demonstrate responsibility for particularly high rates of reentry. A high rate of reentry is defined as more than 1,000 people returning from prison annually. Applicants may supply data to demonstrate their rate or indicate inclusion in the list of counties at Appendix A. Submit either as a separate attachment labeled "Priority Consideration."

A. **Category 2 only.** Give priority consideration to applicants that demonstrate responsibility for a disproportionate share of probation or parole cases in their state. Submit a statement with supporting data as a separate attachment labeled "Priority Consideration."

Note: Addressing these priority areas is one of many factors that OJP considers in making funding decisions. Receiving priority consideration for one or more priority areas is not a guarantee of an award.

Federal Award Information

Solicitation Categories

Competition ID	Category *	Number of Awards	Dollar Amount for Award	Performance Start Date	Performance Duration (Months)
C-BJA-2022-00136-PROD	Category 1: Smart Reentry	6	\$850,000.00	10/1/22 12:00 AM	36
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C-BJA-2022-00138-PROD	Category 3: Training and Technical Assistance	1	\$7,000,000.00	10/1/22 12:00 AM	36

Awards, Amounts and Durations

Period of Performance Start Date
10/1/22 12:00 AM

Period of Performance Duration (Months)
36

Anticipated Total Amount to be Awarded Under Solicitation
\$15,500,000.00

Continuation Funding Intent

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

Availability of Funds

This solicitation, and awards (if any are made) under this solicitation, are subject to the availability of appropriated funds and to any modifications or additional requirements that may be imposed by the agency or by law. In addition, nothing in this solicitation is intended to, and does not, create any right or benefit, substantive or procedural, enforceable at law or in equity by any party against the United States, its departments, agencies, or entities, its officers, employees, or agents, or any other person.

Types of Awards

Categories 1 and 2: BJA expects to make awards under this solicitation as grants. See the “Administrative, National Policy, and Other Legal Requirements” section of the [OJP Grant Application Resource Guide](#) for a brief discussion of important statutes, regulations, and award conditions that apply to many (or in some cases, all) OJP grants.

Category 3: BJA expects to make an award under this solicitation as a cooperative agreement, which provides for OJP to have substantial involvement in carrying out award activities. See the “Administrative, National Policy, and Other Legal Requirements” section of the [OJP Grant Application Resource Guide](#) for additional information.

Financial Management and System of Internal Controls

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

Budget Information

Applicants should consider the most effective and efficient ways for reaching the field in proposing approaches to the work.

Category 1: Once awarded, each grant will have in place a special condition withholding all but \$75,000, which is designated for preparing an action plan within 180 days of receiving final approval of the project's budget from the Office of the Chief Financial Officer. The recipient will not be authorized to obligate, expend, or draw down funds in excess of \$75,000 until BJA has reviewed and approved the action plan and a grant award modification has been issued and approved to remove the special condition.

Category 2: Once awarded, each grant will have in place a special condition withholding all but \$200,000, which is designated for preparing an action plan within 180 days of receiving final approval of the project's budget from the Office of the Chief Financial Officer. The recipient will not be authorized to obligate, expend, or draw down funds in excess of \$200,000 until BJA has reviewed and approved the action plan and a grant award modification has been issued and approved to remove the special condition.

Category 3: Of the \$7,000,000 budget, BJA expects approximately \$4,000,000 to support the development and adoption of real-time technology tools that complement grantees' existing data systems.

Cost Sharing or Matching Requirement

Category 1 requires a match. Categories 2 and 3 do not require a match.

Pursuant to 34 U.S.C. 10631, Category 1 requires a 50 percent match; 50 percent of the match must be a cash match, and the remaining 50 percent of the match may be in-kind. Federal funds awarded under this solicitation may not cover more than 50 percent of the total costs of the project being funded. An applicant must identify the source of the 50 percent nonfederal portion of the total project costs and how it will use match funds. Match funds may be used only for purposes that would be allowable for the federal funds. If a successful applicant's proposed match exceeds the required match amount, and OJP approves the budget, the total match amount incorporated into the approved budget becomes mandatory and subject to audit. See the OJP Grant Application Resource Guide for additional information on this match requirement. American Indian tribes and tribal organizations that otherwise are eligible for an award may be able to apply certain types of funds received from the federal government (for example, certain funds received under an American Indian "self-determination contract") to satisfy all or part of a required "nonfederal" match.

Note: The budget details should distinguish cash from in-kind matched funds using an asterisk to show what percentage of the budget is cash. Once incorporated into the OJP-approved budget, the match becomes mandatory and subject to audit.

Match Waiver: Pursuant to an appropriations provision (section 213; Pub. L. No. 117-103, 136 Stat. 49, 133), the match may be waived for fiscal hardship upon request by a grantee. To be considered for a match waiver, a letter of request signed by the Authorized Representative must be submitted with the application defining the fiscal hardship. Fiscal hardship may be defined in terms related to reductions in overall correctional budgets, furloughing or reductions in force of correctional staff, or other similar documented actions which have resulted in severe budget reductions. A match waiver request must be submitted as a separate attachment to the application and submitted through JustGrants. A match waiver request must be submitted as a separate attachment to the application and titled as the "Match Waiver."

The formula for calculating the match is:

Adjusted (Total) Project Costs = Federal Award Amount divided by Federal Share Percentage Required

Recipient's Share Percentage X Adjusted Project Cost = Required Match

Example: 50 percent match requirement: For a federal award amount of \$350,000, calculate match as follows:

$$\frac{\$350,000}{50\%} = \$700,000 \quad 50\% \times \$700,000 = \$350,000 \text{ match}$$

See the [OJP Grant Application Resource Guide](#) for additional information on this match requirement. For step-by-step instructions for entering match amounts in the budget, see the [Budget Summary Match Guide](#).

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

See the [OJP Grant Application Resource Guide](#) information on Pre-agreement Costs (also known as Pre-award Costs).

Limitation on Use of Award Funds for Employee Compensation: Waiver

See the [OJP Grant Application Resource Guide](#) information on the Limitation on Use of Award Funds for Employee Compensation; Waiver.

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

See the [OJP Grant Application Resource Guide](#) for information on Prior Approval, Planning, and Reporting of Conference/Meeting/Training Costs.

Costs Associated with Language Assistance (if applicable)

See the [OJP Grant Application Resource Guide](#) for information on Costs Associated with Language Assistance.

Digital Trust

Technological devices, artificial intelligence, predictive analytics, and other data-driven solutions (“Technological Enhancements”) are increasingly used to augment crime reduction strategies and efforts. Care must be taken to assess and address any potential bias in these solutions to ensure they protect privacy, civil rights, and civil liberties, and promote access to justice. Moreover, communities must have access to information about how these solutions work and a role in determining how they are implemented (“Digital Trust”).

Applicants proposing to utilize grant funds to support technological enhancements must develop a digital trust implementation plan that describes how the applicant will communicate the use of the technology with the applicant’s employees and the community at large. The plan should describe how the technology will be carefully monitored through training of personnel and the setting and enforcement of policies governing its use to ensure that it contributes to positive outcomes for public safety and the criminal justice system. The plan should describe policies and procedures designed to safeguard privacy, civil rights, and civil liberties, and how potential cybersecurity risks are mitigated.

Applicants should consider the most effective and efficient ways to reach the field when proposing approaches to the work.

OJP strongly encourages every applicant that proposes to use award funds for any conference-, meeting-, or training-related activity (or similar event) to review carefully — before submitting an application — the OJP and DOJ policy and guidance on approval, planning, and reporting of such events, available at <https://www.ojp.gov/funding/financialguidedoji-iii-postaward-requirements#6g3y8>. OJP policy and guidance (1) encourage minimization of conference, meeting, and training costs; (2) require prior written approval (which may affect project timelines) of most conference, meeting, and training costs for cooperative agreement recipients, as well as some conference, meeting, and training costs for grant recipients; and (3) set cost limits, which include a general prohibition of all food and beverage costs.

Unmanned Aircraft Systems

The use of BJA grant funds for unmanned aircraft systems (UAS), including unmanned aircraft vehicles (UAV), and all accompanying accessories to support UAS or UAV, is unallowable.

Eligibility Information

For eligibility information, see the solicitation cover page.

For information on cost sharing or match requirements, see the “Federal Award Information” section.

To advance Executive Order 13929 Safe Policing for Safe Communities, the Attorney General determined that all state, local, and university or college law enforcement agencies must be certified by an approved independent credentialing body or have started the certification process to be eligible for FY 2022 DOJ discretionary grant funding. To become certified, the law enforcement agency must meet two mandatory conditions: (1) the agency’s use-of-force policies adhere to all applicable federal, state, and local laws and (2) the agency’s use-of-force policies prohibit chokeholds except in situations where use of deadly force is allowed by law. The certification requirement also applies to law enforcement agencies receiving DOJ discretionary grant funding through a subaward. For detailed information on this certification requirement, please visit <https://cops.usdoj.gov/SafePolicingEO> to access the Standards for Certification on Safe Policing for Safe Communities, the Implementation Fact Sheet, and the List of Designated Independent Credentialing Bodies.

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

Application and Submission Information

The following application elements **must** be included in the application to meet the basic minimum requirements to advance to peer review and receive consideration for funding:

- Proposal Abstract
- Proposal Narrative
- Budget Worksheet and Budget Narrative (Web-based Form) (The web-based form includes the budget details and the budget narrative.)
- Timeline/Task Plan
- Documentation of Proposed Subrecipients and Procurement Contracts (if any)
- Résumés of Key Personnel
- Category 3 only: Work Product Examples

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

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

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

In Section 8F. of the SF-424, please include the name and contact information of the individual **who will complete the application in JustGrants**. JustGrants will use this information (*email address*) to assign the application to this user in JustGrants.

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

Standard Applicant Information (JustGrants 424 and General Agency Information)

The Standard Applicant Information section of the JustGrants application is pre-populated with the SF-424 data submitted in Grants.gov. The applicant will need to review the Standard Applicant Information in JustGrants and make edits as needed. Within this section, the applicant will need to: add zip codes for areas affected by the project; confirm its Authorized Representative; and verify and confirm the organization’s unique entity identifier, legal name, and address.

Proposal Abstract

A proposal abstract (no more than 400 words) summarizing the proposed project, including the purpose of the project, primary activities, expected outcomes, the service area, intended beneficiaries and subrecipients (if known), will be completed in the JustGrants web-based form. This abstract should be written in the third person and will be made publicly available on the OJP website if the project is awarded. Proposal abstracts should be:

- Written for a general public audience.
- Submitted as a separate attachment with “Proposal Abstract” as part of its file name.
- Single-spaced, using a standard 12-point Times New Roman font with 1-inch margins.

If the applicant is seeking priority consideration, applicant must provide the following information:

- Which priority consideration is being sought: 1(A), 1(B), 2(A), and/or 2(B).
- What page(s) in the proposal narrative provide documentation of the applicant’s plan to respond to the priority consideration.
- For applicants seeking priority consideration 1(B), who is the proposed subawardee to receive the funding and the amount of funds proposed.

Proposal Narrative

The proposal narrative should be submitted as an attachment in JustGrants. The attached document should be double-spaced, using a standard 12-point font; have no less than 1-inch margins; and should not exceed 7 pages. Pages should be numbered and submitted as an attachment. If the proposal narrative fails to comply with these length restrictions, BJA may consider such noncompliance in peer review and in final award decision.

The following sections must be included as part of the proposal narrative:

Description of the Issue OR Statement of the Problem if research is involved

- Demonstrate a thorough understanding of the problem this program is designed to solve.
- Discuss the landscape around this problem, including relevant efforts and specific challenges.
- Describe why this project/these proposed activities are necessary (significance/value) and/or address a need and include supporting information.

Project Design and Implementation

- Address in detail how the applicant proposes to undertake and accomplish each of the objectives and tasks outlined in the solicitation.
 - Category 1: Describe how the applicant will use technology tools to support the implementation of evidence-based and research-informed practices in reentry.
 - Category 2: Describe how the applicant will use technology tools to support the implementation of evidence-based and research-informed practices in community supervision.
 - Category 3: Describe how the applicant will provide content and project management expertise, as well as develop and facilitate the adoption of technology tools to help grantees support the implementation of evidence-based and research-informed practices in reentry and community supervision.
- Provide a complete description of all the requested deliverables and the methods for their delivery.
- Applicants may propose other items/deliverables in addition to the ones listed in this grant announcement and should provide detailed information on those items, if applicable.
- Include a timeline/task plan that identifies the major tasks and deliverables of the proposed project and who is responsible for each activity. This will contribute to scoring under this criterion.

If the applicant is seeking priority consideration for Priority 1(A), it should address in this section how the proposed project(s) will promote racial equity and/or the removal of barriers to access and opportunity, and/or contribute to greater access to services, for communities that have been historically underserved, marginalized, and adversely affected by inequality.

Capabilities and Competencies

- Describe the roles, responsibilities, and qualifications of the applicant and its partners and each organization's role. Demonstrate the capability of the lead organization and any collaborative partners to implement each component of the project.
- Describe the management structure, staffing, and in-house or contracted capacity to complete each component.
- Describe how the proposed management structure and staffing of the project will facilitate the delivery of those components. The management and organizational structure described should match the staffing needs necessary to accomplish the tasks outlined in the timeline/task plan.
 - Categories 1 and 2: Including résumés and position descriptions for the personnel assigned to these tasks will contribute to the assignment of points relative to this criterion.
 - Category 3: Including résumés and position descriptions for the personnel assigned to these tasks, as well as work product examples, will contribute to the assignment of points relative to this criterion.
- Provide specific examples of the applicant's expertise related to the objectives and deliverables above, including:
 - Categories 1 and 2: The agency's use of case management and other data systems, information sharing agreements, and agency policy and practices that are developed at the leadership level and understood and implemented at the line level.
 - Category 3: Experience with institutional and community corrections, reentry, case management, and data systems; coordinating with justice partners; educating and communicating with leadership and line-level staff; developing and integrating real-time technology tools with agencies' existing systems; data-sharing agreements; training agency staff to integrate similar tools into operations; and evaluation.

If applicants to **Categories 1 and 2** are seeking priority consideration under Priority 1(B), they should describe within this section how being a culturally specific organization (or funding a culturally specific subrecipient organization at a minimum of 30 percent of the project budget) will enhance its ability to implement the proposed project(s) and should also specify which culturally specific populations are intended or expected to be served or have their needs addressed under the proposed project(s).

Plan for Collecting the Data Required for this Solicitation's Performance Measures

Describe the process for measuring project performance. Identify who will collect the data, who is responsible for performance measurements, and how the information will be used to guide and evaluate the project's impact. Describe the process to accurately report data.

Note: Applicants are **not** required to submit performance data with the application. Rather, performance measure information is included as an alert that successful applicants will be required to submit performance data as part of each award's reporting requirements.

Categories 1 and 2: OJP will require each successful applicant to submit regular performance data that show the completed work's results. The performance data directly relate to the goals, objectives, and deliverables identified in the "Goals, Objectives, and Deliverables" section. Applicants can also visit OJP's performance measurement page at www.ojp.gov/performance for an overview of performance measurement activities at OJP.

Examples of the performance measures questionnaire for Category 1 can be found at: <https://bja.ojp.gov/performance-measures/SCA-IRI-Measures.pdf>. Examples of the performance measures questionnaire for Category 2 can be found at: <https://bja.ojp.gov/performance-measures/SCA-ISI-Measures.pdf>.

BJA will require award recipients to submit performance measure data and performance reports in JustGrants. Further guidance on the post-award submission process will be provided, if selected for award.

Category 3: OJP will require each successful applicant to submit regular performance data that show the completed work's results. The performance data directly relate to the goals, objectives, and deliverables identified in the "Goals, Objectives, and Deliverables" section. Applicants can also visit OJP's performance measurement page at <http://www.ojp.gov/performance> for an overview of performance measurement activities at OJP.

A list of performance measure questions for this program can be found at: <https://bja.ojp.gov/performance-measures/tta-deliverable-performance-metrics.pdf>.

BJA will require award recipients to submit performance measure data in the TTA Reporting Portal and separately submit a semi-annual performance report in JustGrants. Further guidance on the post-award submission process will be provided, if selected for award.

Note on Project Evaluations

An applicant that proposes to use award funds through this solicitation to conduct project evaluations must follow the guidance in the "Note on Project Evaluations" section in the [OJP Grant Application Resource Guide](#).

Goals, Objectives, Deliverables, and Timeline

The applicant will submit the relevant Smart Reentry and Supervision: Grants, Tools, and Technical Assistance to Facilitate Change goals, objectives, and deliverables in the JustGrants web-based form.

Budget and Associated Documentation

Budget Worksheet and Budget Narrative (Web-based Form)

The applicant will complete the JustGrants web-based budget form. See the [OJP Grant Application Resource Guide](#) for additional information.

If the applicant is seeking priority consideration under Priority 1(B) based on the identification of at least one proposed subrecipient as a culturally specific organization, the proposed funding for the subrecipient in the web-based budget form **must be a minimum of 30% of award funding**.

The budget narrative must also describe how the activities that will be funded with the (minimum) 30% of award funding provided to the subrecipient **specifically relate to the priority consideration requested under Priority 1(B)** and described in the Capabilities and Competencies section of the application.

Indirect Cost Rate Agreement (if applicable)

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

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

The applicant will download the questionnaire, complete it, and submit it by uploading it as an attachment in JustGrants. See the [OJP Grant Application Resource Guide](#) for the link to the questionnaire and additional information.

Disclosure of Process Related to Executive Compensation

This solicitation expressly modifies the OJP Grant Application Resource Guide by not incorporating its "Disclosure of Process Related to Executive Compensation" provisions. Applicants to this solicitation are not required to provide this disclosure.

Additional Application Components

Include all other application components (required attachments)

These may include:

- Documentation of Advancing DOJ Priorities (if applicable)

Additional Attachments

- Timeline/Task Plan
- Position Descriptions
- Documentation of Proposed Subrecipients and Procurement Contracts (if any, complete the table in Appendix B)
- Categories 1 and 2 only: Mandatory Chief Executive Assurance to Collect and Report Recidivism Indicator Data (Appendix C)
- Résumés of Key Personnel
- Category 3 only: Work Product Examples
- Applicant Disclosure of Pending Applications
- Letter(s) from Partner(s): Provide letters of support from key partners demonstrating commitment to the project.

Tribal Authorizing Resolution

An application in response to this solicitation may require inclusion of tribal authorizing documentation as an attachment. If applicable, the applicant will submit the tribal authorizing documentation by uploading it as an attachment in JustGrants. See the OJP Grant Application Resource Guide for information on tribal authorizing resolutions.

Research and Evaluation Independence and Integrity Statement

If an application proposes research (including research and development) and/or evaluation, the applicant must demonstrate research/evaluation independence and integrity, including appropriate safeguards, before it may receive award funds. The applicant will submit documentation of its research and evaluation independence and integrity by uploading it as an attachment in JustGrants. For additional information, see the OJP Grant Application Resource Guide.

Disclosures and Assurances

The applicant will address the following disclosures and assurances.

Disclosure of Lobbying Activities

Complete and submit the SF-LLL in Grants.gov. See the OJP Grant Application Resource Guide for additional information.

DOJ Certified Standard Assurances

Review and accept the DOJ Certified Standard Assurances in JustGrants. See the OJP Grant Application Resource Guide for additional information.

Applicant Disclosure of Duplication in Cost Items

Complete the JustGrants web-based Applicant Disclosure of Duplication in Cost Items form. See the OJP Grant Application Resource Guide for additional information.

DOJ Certifications Regarding Lobbying; Debarment, Suspension and Other Responsibility Matters; and Drug-Free Workplace Requirements

Review and accept the DOJ Certified Certifications Regarding Lobbying; Debarment, Suspension and Other Responsibility Matters; Drug-Free Workplace Requirements; Law Enforcement and Community Policing in JustGrants. See the OJP Grant Application Resource Guide for additional information.

Applicant Disclosure and Justification – DOJ High Risk Grantees (if applicable)

If applicable, submit the DOJ High Risk Disclosure and Justification as an attachment in JustGrants. A DOJ High Risk Grantee is an award recipient that has received a DOJ High Risk designation based on a documented history of unsatisfactory performance, financial instability, management system or other internal control deficiencies, or

noncompliance with award terms and conditions on prior awards, or is otherwise not responsible. See the [OJP Grant Application Resource Guide](#) for additional information.

How to Apply

Step 1: The applicant must submit the **SF-424** and **SF-LLL** in Grants.gov at <https://www.grants.gov/web/grants/register.html>.

Step 2: The applicant must then submit the **full application**, including attachments, in JustGrants in [JustGrants.usdoj.gov](https://www.justgrants.usdoj.gov).

For additional information, see the "How to Apply" section in the [OJP Grant Application Resource Guide](#) and the [DOJ Application Submission Checklist](#).

Submission Dates and Time

The **SF-424** and the **SF-LLL** must be submitted in Grants.gov by June 1, 2022 8:59 PM.

The **full application** must be submitted in JustGrants by June 6, 2022 8:59 PM.

OJP urges applicants to submit their Grants.gov and JustGrants submissions prior to the due dates to allow sufficient time to correct errors and resubmit by the submission deadlines if a rejection notification is received. To be considered timely, the **full application** must be submitted in JustGrants by the JustGrants application deadline.

Experiencing Unforeseen Technical Issues

An applicant that experiences unforeseen SAM.gov, Grants.gov, or JustGrants technical issues beyond its control that prevent application submission by the deadline must demonstrate all efforts in requesting technical support in order to submit an application by the deadline. Technical support is available via phone and email to the applicable SAM.gov, Grants.gov, or JustGrants support centers or service desks in which an applicant received a ticket number for resolution. If an applicant misses a deadline due to unforeseen technical difficulties, the applicant may request a waiver to submit an application after the deadline. *Note: If an applicant does not submit all the required Grants.gov forms by the Grants.gov deadline, the applicant will not be able to proceed to the JustGrants portion of the application process.*

An applicant experiencing technical difficulties with the following systems must contact the associated support desk indicated below to report the technical issue and receive a tracking number:

- Grants.gov — Contact the [Grants.gov Customer Support Hotline](#).
- SAM.gov — Contact the [SAM Help Desk \(Federal Service Desk\)](#).
- JustGrants — Contact the JustGrants Support Desk at JustGrants.Support@usdoj.gov or 833-872-5175.

An applicant requesting a waiver to submit a late application must document their request for technical assistance in an email to the OJP Response Center at grants@ncjrs.gov **within 24 hours after the application deadline** to request approval to submit its application after the deadline. If an applicant has technical issues with Grants.gov, the applicant must contact the the OJP Response Center at grants@ncjrs.gov within 24 hours of the Grants.gov deadline to request approval to submit after the deadline. However, waiver requests will not be reviewed until after the JustGrants deadline to allow time for all waivers to be submitted. Waiver requests to submit after the submission deadline must:

- Describe the technical difficulties experienced.
- Include a timeline of the applicant's submission efforts (e.g., what date and time did the error occur, what date and time was action taken to resolve the issue and resubmit; and what date and time did support representatives respond).
- Include an attachment(s) of the complete grant application and all required documentation and material.
- Include the applicant's Unique Entity Identifier (UEI) and any applicable SAM.gov tracking number(s), Grants.gov Help Desk, and JustGrants Support Desk Ticket Numbers.

OJP will review each request for late submission and required supporting documentation and notify the applicant whether the request has been approved or denied. For more details on the waiver process, OJP encourages applicants to review the "Experiencing Unforeseen Technical Issues" section in the [OJP Grant Application Resource Guide](#).

Application Review Information

Review Criteria

Applications that meet the basic minimum requirements will be evaluated by peer reviewers. Applications will be evaluated on how the proposed project/program addresses the following criteria:

1. Statement of the Problem/Description of the Issue (15 percent) - evaluate the applicant's understanding of the program/issue to be addressed.
2. Project Design and Implementation (40 percent)- evaluate the adequacy of the proposal, including the goals, objectives, timelines, milestones, and deliverables.
3. Capabilities and Competencies (30 percent) - evaluate the administrative and technical capacity of the applicant to successfully accomplish the goals and objectives.
4. Plan for Collecting the Data Required for this Solicitation's Performance Measures (5 percent) - evaluate the applicant's understanding of the performance data reporting requirements and the plan for collecting the required data.
5. Budget (10 percent) - evaluate for completeness, cost effectiveness, and allowability (e.g., reasonable, allocable, and necessary for project activities).

Other Review Criteria/Factors

Other important considerations for BJA include geographic diversity, strategic priorities (specifically including, but not limited to, those priority areas already mentioned), available funding, past performance, and the extent to which the Budget Worksheet and Budget Narrative (web-based form) accurately explain project costs that are reasonable, necessary, and otherwise allowable under federal law and applicable federal cost principles.

Review Process

Applications submitted under this solicitation that meet the basic minimum requirements, will be evaluated for technical merit by a peer review panel(s) in accordance with OJP peer review policy and procedures using the review criteria listed above.

OJP screens applications to ensure they meet the basic minimum requirements prior to conducting the peer review. Although specific requirements may vary, the following are common requirements applicable to all OJP solicitations:

- The application must be submitted by an eligible type of applicant.
- The application must request funding within programmatic funding constraints (if applicable).
- The application must be responsive to the scope of the solicitation.
- The application must include all items necessary to meet the basic minimum requirements.

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

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

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

Absent explicit statutory authorization or written delegation of authority to the contrary, all final award decisions will be made by the Assistant Attorney General, who may consider not only peer review ratings and BJA recommendations, but also other factors as indicated in this section.

Federal Award Administration Information

Federal Award Notices

See the [OJP Grant Application Resource Guide](#) for information on award notifications and instructions.

Administrative, National Policy, and Other Legal Requirements

If selected for funding, in addition to implementing the funded project consistent with the OJP-approved application, the recipient must comply with all award conditions and all applicable requirements of federal statutes and regulations, including the applicable requirements referred to in the assurances and certifications executed in connection with award acceptance. For additional information on these legal requirements, see the “Administrative, National Policy, and Other Legal Requirements” section in the [OJP Grant Application Resource Guide](#).

Information Technology (IT) Security Clauses

An application in response to this solicitation may require inclusion of information related to information technology security. See the [OJP Grant Application Resource Guide](#) for information on information technology security.

General Information about Post-Federal Award Reporting Requirements

In addition to the deliverables described in the “Program Description” section, all award recipients under this solicitation will be required to submit certain reports and data.

Required reports. Award recipients typically must submit quarterly financial reports, semi-annual performance reports, final financial and performance reports, and, if applicable, an annual audit report in accordance with the Part 200 Uniform Requirements or specific award conditions. Future awards and fund drawdowns may be withheld if reports are delinquent. (In appropriate cases, OJP may require additional reports.)

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

Federal Awarding Agency Contact(s)

For OJP contact(s), see the solicitation cover page.

For contact information for Grants.gov, see the solicitation cover page.

For contact information for JustGrants, see the solicitation cover page.

Other Information

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

See the [OJP Grant Application Resource Guide](#) for information on the Freedom of Information and Privacy Act (5 U.S.C. 552 and 5 U.S.C. 552a).

Provide Feedback to OJP

See the [OJP Grant Application Resource Guide](#) for information on how to provide feedback to OJP.

Application Checklist

Smart Reentry and Supervision: Grants, Tools, and Technical Assistance to Facilitate Change

This application checklist has been created as an aid in developing an application. The [DOJ Application Submission Checklist](#) is another resource.

What an Applicant Must Do:

Prior to registering in Grants.gov:

- Confirm your Entity's [System Award Management \(SAM\)](#) Registration Information (see [OJP Grant Application Resource Guide](#))

To register in Grants.gov:

- Acquire an Authorized Organization Representative (AOR) and a Grants.gov username and password (see [OJP Grant Application Resource Guide](#))
Acquire AOR confirmation from the E-Business Point of Contact (E-Biz POC) (see [OJP Grant Application](#))

Resource Guide)

To find the funding opportunity:

- Search for the funding opportunity in Grants.gov using the opportunity number, Assistance Listing or keyword (s)
- Select the correct Competition ID
- Access the funding opportunity and application package (see Step 7 in the OJP Grant Application Resource Guide)
- Sign up for Grants.gov email notifications (optional) (see OJP Grant Application Resource Guide)
- Read Important Notice: Applying for Grants in Grants.gov
- Read OJP policy and guidance on conference approval, planning, and reporting available at <https://www.ojp.gov/funding/financialguidedoj/iii-postaward-requirements#6g3y8> (see OJP Grant Application Resource Guide)

Overview of Post-Award Legal Requirements:

- Review the “Overview of Legal Requirements Generally Applicable to OJP Grants and Cooperative Agreements - FY 2022 Awards” in the OJP Funding Resource Center.

Review Scope Requirement:

- The federal amount requested is within the allowable limit(s) of: Categories 1 and 2: \$850,000; Category 3: \$7,000,000

Review Eligibility Requirement: See solicitation title page

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**Prepare to submit the Application for Federal Assistance standard form (SF)-424 and Disclosure of Lobbying Activities form (SF-LLL)**

- Review Information to complete the Application for Federal Assistance (SF-424) in Grants.gov
- Complete Standard Applicant Information (SF-424 information from Grants.gov)
- Submit the **SF-424** and **SF-LLL** in Grants.gov

*After the SF-424 and SF-LLL submission in Grants.gov, receive Grants.gov email notifications that:*

- Submission has been received in Grants.gov
- Submission has either been successfully validated or rejected with errors (see OJP Grant Application Resource Guide)

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

- Contact Grants.gov Customer Support Hotline at 800-518-4726, 606-545-5035, Grants.gov customer support, or [support@grants.gov](mailto:support@grants.gov) regarding technical difficulties (see OJP Grant Application Resource Guide)

*Receive email notification to complete application in JustGrants:*

- Proceed to complete application in JustGrants

**Content of Application Submission: Critical Application Elements**

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

- Proposal Abstract
- Proposal Narrative
- Budget Worksheet and Budget Narrative (web-based form)
- Timeline/Action Plan
  
- Documentation of Proposed Subrecipients and Procurement Contracts (if any)
- Résumés of Key Personnel
- Category 3 only: Work Product Examples

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Budget and Associated Documentation:

- Indirect Cost Rate Agreement (if applicable) (see [OJP Grant Application Resource Guide](#))
- Financial Management and System of Internal Controls Questionnaire (see [OJP Grant Application Resource Guide](#))

Additional Application Components:

- Tribal Authorizing Resolution (if applicable)(see [OJP Grant Application Resource Guide](#))
- Research and Evaluation Independence and Integrity (see [OJP Grant Application Resource Guide](#))
- Request and Justification for Employee Compensation; Waiver (if applicable) (see [OJP Grant Application Resource Guide](#))
- Documentation of Advancing DOJ Priorities (if applicable)
- Position Descriptions
- Categories 1 and 2 only: Mandatory Chief Executive Assurance to Collect and Report Recidivism Indicator Data (Appendix C)
- Letter(s) from Partner(s): Provide letters of support from key partners demonstrating commitment to the project.

Disclosures and Assurances:

- [Disclosure of Lobbying Activities \(SF-LLL\)](#) (see [OJP Grant Application Resource Guide](#))
- [Applicant Disclosure of Duplication in Cost Items](#) (see [OJP Grant Application Resource Guide](#))
- [DOJ Certified Standard Assurances](#) (see [OJP Grant Application Resource Guide](#))
- [DOJ Certifications Regarding Lobbying; Debarment, Suspension and Other Responsibility Matters; and Drug-Free Workplace Requirements](#) (see [OJP Grant Application Resource Guide](#))
- [Applicant Disclosure and Justification – DOJ High Risk Grantees](#) (if applicable) (see [OJP Grant Application Resource Guide](#))

Submit application in JustGrants:

- Application has been successfully submitted in JustGrants

If no JustGrants application submission, validation, or if error notifications are received:

- Contact the JustGrants Service Desk at 833-872-5175 or JustGrants.Support@usdoj.gov regarding technical difficulties.

Appendix A: Counties with the Largest Number of State Prisoners Released in 2019

Source: Bureau of Justice Statistics, National Corrections Reporting Program, 2019; and Bureau of Justice Assistance, fiscal years 2014–2019 Second Chance

Appendix B: Applicant Documentation of Proposed Subrecipients and Procurement Contracts

Complete the table below with information regarding proposed subrecipients and procurement contracts of this Second Chance Act funding, including the name, organizational affiliation, and city and state of the proposed subrecipient entity. Add rows if needed. For additional information on subawards, see the [QJP Grant Application Resource Guide](#). As described previously, applicants will submit the table by uploading the document as an attachment in JustGrants.

Subrecipient Name (Last, First)	Subrecipient Organization	Subrecipient Location (City, State)

Appendix C: Mandatory Chief Executive Assurance to Collect and Report Recidivism Indicator Data

Submit an attachment with the assurance below signed by the chief executive of the applicant agency.

I hereby assure that, if awarded grant funds under the Smart Reentry and Supervision solicitation, my organization will collect unique identifiers and recidivism indicator performance data for each program participant, and will aggregate all such data and submit them via the Bureau of Justice Assistance Performance Measurement Tool as required upon grant closeout. I understand that the inability or refusal to submit such data after an award is made may impact my organization's ability to receive future Bureau of Justice Assistance competitive grant funding.

Signature

Name

Title

Date

Appendix D: Mandatory Requirements for Category 1

Category 1: Section 101 of the Second Chance Act, as amended by the Second Chance Reauthorization Act of 2018, outlines “Mandatory Requirements” that must be satisfied by an applicant in order to be eligible for this grant. BJA expects that some agencies may be in the preliminary stages of development at the time of application and these requirements will be completed during the grant period with assistance from the TTA provider and demonstrated through the objectives and deliverables enumerated above and identified in parentheses below. The Mandatory Requirements are to establish, maintain, and document:

One: A reentry strategic plan that describes the jurisdiction’s long-term reentry strategy to increase public safety and reduce recidivism, including measurable annual and 3-year performance outcomes. A specific objective of the plan should be to reduce recidivism over a 3-year period for adults impacted by Smart Reentry. *(Deliverable 1)*

Two: A detailed reentry implementation schedule and sustainability plan for the program. *(Deliverable 1)*

Three: The establishment and ongoing engagement of a reentry task force, including relevant state, tribal, territorial, or local leaders and representatives of relevant agencies, service providers, nonprofit organizations, and other key stakeholders. The task force should:

- a. Examine ways to pool resources and collect data and best practices in reentry from stakeholder agencies and organizations.
- b. Identify and address barriers to successful reentry, including barriers that are policy or procedural in nature.
- c. As appropriate, engage nonprofit organizations, crime victims and offenders, families of offenders, reentry coordinating council, or other interested parties. *(Deliverable 1)*

Four: An independent evaluation of grant activities that include, to the extent possible, random assignment and controlled studies to determine the effectiveness of such programs. *(Deliverable 6)*

Five: Evidence of collaboration with state and local government agencies overseeing health, mental health, housing, homeless services, child welfare, education, substance abuse, victims’ services, state child support, and employment services, and with local law enforcement agencies. *(Deliverable 1)*

Six: Consideration of the role of state corrections departments, parole and probation agencies, and local jail corrections systems in ensuring successful reentry in their communities. Applications must include letters of support from corrections officials responsible for facilities or offenders to be served through this program. *(Deliverable 1)*

Seven: Explicit support of the chief executive officer of the applicant unit of government or American Indian tribe and how

this office will remain informed and connected to the activities of the program. *(Deliverable 1)*

Eight: Understanding of evidence-based methods and outcome measures that will be used to evaluate the impact of the program. *(Deliverables 1, 3, 5, and 6)*

Nine: Description of how the program or strategy could be scaled up or broadly replicated if demonstrated to be effective. *(Deliverable 6 + Category 3, Deliverable 6)*

Ten: A plan to analyze the statutory, regulatory, rules-based, and practice-based hurdles to reentry. *(Deliverable 1)*