

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



The [U.S. Department of Justice, Office of Justice Programs](#) (OJP) [Bureau of Justice Assistance](#) (BJA) is pleased to announce that it is seeking applications for funding under the Recovery Act Assistance to Rural Law Enforcement to Combat Crime and Drugs Program.

On February 17, 2009, President Obama signed into law the landmark American Recovery and Reinvestment Act of 2009 (the “Recovery Act”). As one of its many elements, the Recovery Act provides the U.S. Department of Justice (DOJ) with funding for grants to assist state, local, and tribal law enforcement (including support for hiring), to combat violence against women, to fight internet crimes against children, to improve the functioning of the criminal justice system, to assist victims of crime, and to support youth mentoring. DOJ is committed to working with our national, state, local and tribal partners to ensure this funding invests in the American workforce.

Specifically, under this solicitation, BJA will be making awards to assist law enforcement in rural states and rural areas through improving the criminal justice system and assisting communities to prevent and combat crime and drugs.

## Recovery Act: Assistance to Rural Law Enforcement to Combat Crime and Drugs Competitive Grant Announcement Eligibility

Those eligible to apply are limited to local (including county) and tribal law enforcement agencies located in “rural areas,” as that term is defined below. In addition, state law enforcement agencies that are from “rural states” or that provide assistance to one or more “rural areas” are eligible to apply.

- (A) **“Rural areas”**— The term “rural area” means either: (I) a jurisdiction that is not located in a metropolitan statistical area (MSA), as defined by the Office of Management and Budget ([www.whitehouse.gov/omb/bulletins/fy2009/09-01.pdf](http://www.whitehouse.gov/omb/bulletins/fy2009/09-01.pdf)); or (II) any jurisdiction located in an MSA, but in a county or tribal jurisdiction that has a population less than 50,000.

Special rules will apply for independent cities and townships. See the [FAQs](#) for further information.

- (B) **“Rural states”**—The term “rural state” means a state that has a population density of 52 or fewer persons per square mile or a state in which the largest county has fewer than 150,000 people based on the most recent decennial census.

For purposes of this solicitation, state and local law enforcement agencies include state and local prosecutors, parole, probation, and community corrections agencies.

**For Category V only**, applications are solicited from national, regional, state, and local public and private entities, including for-profit (commercial) and nonprofit organizations, institutions of higher education, faith-based and community organizations, tribal jurisdictions, and units of local government to provide training and technical assistance across the nation to qualifying rural areas and rural states, as defined above.

(See "Eligibility," page 2)

## **Deadline**

**Registration with OJP's Grants Management System (GMS) is required prior to application submission.**

**Applicants must obtain a DUNS number from Dun and Bradstreet prior to application submission. Applicants must register with the Central Contractor Registration (CCR) database.**

(See "Deadline: Registration," page 1)

**All applications are due by 8:00 p.m. Eastern Time on April 22, 2009.**

(See "Deadline: Applications," page 2)

### **Important Note to Prospective Applicants**

This solicitation is issued pursuant to the American Recovery and Reinvestment Act of 2009 (Public Law 111-5), which was signed into law by President Obama on February 17, 2009. As of the date this solicitation is issued, government-wide guidance is still forthcoming on various aspects of the Act.

Applicants are strongly advised to check the appropriate web site and [www.ojp.usdoj.gov/recovery/solicitationrequirements.htm](http://www.ojp.usdoj.gov/recovery/solicitationrequirements.htm) periodically (including before submitting an application) for updates to this solicitation and its associated requirements. Additional information may become available that could affect project proposal narratives, timelines, budget requests, certifications, and other matters related to applications.

Award recipients will be required to follow any applicable provisions of government-wide guidance that may be issued pursuant to the Recovery Act.

## Contact Information

For assistance with the requirements of this solicitation, contact BJA toll-free at 1-866-859-2687, or contact the following BJA staff directly based on the category for which you are applying. E-mail is the preferred method for questions on this solicitation.

<b>Category</b>	<b>BJA Contact</b>	<b>E-mail Address</b>	<b>Phone Number</b>
I: Combating Rural Crime	Alissa Huntoon	<a href="mailto:Alissa.Huntoon@usdoj.gov">Alissa.Huntoon@usdoj.gov</a>	202-305-1661
II: Improving Rural Law Enforcement Investigations	Linda Hammond-Deckard	<a href="mailto:Linda.Hammond-Deckard@usdoj.gov">Linda.Hammond-Deckard@usdoj.gov</a>	202-514-6015
III: Enhancing Rural Corrections, Detention, and Jail Operations	Gary Dennis	<a href="mailto:Gary.Dennis@usdoj.gov">Gary.Dennis@usdoj.gov</a>	202-305-9059
IV: Facilitating Rural Justice Information Sharing	David Lewis	<a href="mailto:David.P.Lewis@usdoj.gov">David.P.Lewis@usdoj.gov</a>	202-616-7829
V: Training and Technical Assistance	Lon McDougal	<a href="mailto:Lonn.R.McDougal@usdoj.gov">Lonn.R.McDougal@usdoj.gov</a>	202-307-3678

This application must be submitted through OJP's Grants Management System (GMS). For technical assistance relating to the online application system, call the GMS Support Hotline at 1-888-549-9901, option 3. Note: The GMS Support Hotline hours of operation are Monday-Friday from 7:00 a.m. to 9:00 p.m. Eastern Time. For step-by-step GMS guidance, please utilize OJP's online Grants Management System training tool: [www.ojp.usdoj.gov/gmscbt/](http://www.ojp.usdoj.gov/gmscbt/).

**Release date: March 19, 2009**

# CONTENTS

Overview of the Assistance to Rural Law Enforcement to Combat Crime and Drugs Program	1
Deadline: Registration	1
Deadline: Applications	2
Eligibility	2
Additional Requirements Related to the Recovery Act	
Faith-Based and Other Community Organizations	
American Indian Tribes and Alaska Native Tribes and/or Tribal Organizations	
Assistance to Rural Law Enforcement to Combat Crime and Drugs—Specific Information	4
Accountability and Transparency under the Recovery Act	8
Performance Measures	11
How to Apply	16
What an Application Must Include:	16
Standard Form 424	
Abstract	
Program Narrative	
Budget and Budget Narrative	
Other Attachments	
Certifications	
Selection Criteria	17
Review Process	18
Additional Requirements	19
Appendix. Templates for Required Certifications	21

**Recovery Act:  
Assistance to Rural Law Enforcement to Combat Crime and Drugs  
CDFA #16.810**

**Overview of the Assistance to Rural Law Enforcement to Combat Crime and Drugs Program**

This grant program is authorized by the American Recovery and Reinvestment Act of 2009 (Public Law 111-5) (the “Recovery Act”).

The stated purposes of the Recovery Act are: to preserve and create jobs and promote economic recovery; to assist those most impacted by the recession; to provide investments needed to increase economic efficiency by spurring technological advances in science and health; to invest in transportation, environmental protection, and other infrastructure that will provide long-term economic benefits; and to stabilize state and local government budgets, in order to minimize and avoid reductions in essential services and counterproductive state and local tax increases.

The Recovery Act places great emphasis on accountability and transparency in the use of taxpayer dollars. Among other things, it creates a new Recovery Accountability and Transparency Board and a new website – Recovery.gov – to provide information to the public, including access to detailed information on grants and contracts made with Recovery Act funds.

The Bureau of Justice Assistance (BJA) solicits applications for initiatives which assist law enforcement in rural states and rural areas. The program helps rural states and rural areas to prevent and combat crime, especially drug-related crime, and provides for national support efforts, including training and technical assistance programs strategically targeted to address rural needs.

Grant recipients will participate in an evaluation of any programs supported through this solicitation. The National Institute of Justice will manage these evaluation activities through the selection of evaluators who will work directly with grant recipients. Each applicant must certify their willingness and capacity to participate in an evaluation, and to provide access to data.

See the [Frequently Asked Questions \(FAQs\)](#) for further information on the solicitation and its requirements.

Note: Absent explicit statutory authorization or written delegation of authority to the contrary, all final grant award decisions will be made by the OJP Assistant Attorney General (AAG), who may also give consideration to factors including, but not limited to, underserved populations, strategic priorities, past performance, and available funding when making awards.

**Deadline: Registration**

**Registering with OJP’s Grants Management System (GMS)**

Applications must be submitted through OJP’s online Grants Management System (GMS). To access the system, go to <https://grants.ojp.usdoj.gov>. Applicants should begin the process immediately to meet the GMS registration deadline, especially if this is the first time they have used the system. Each application requires a separate GMS registration. The registration

process for organizations includes: (1) Obtaining a Data Universal Numbering System (DUNS) number; (2) Registering your organization with the Central Contractor Registration (CCR) database; and (3) Registering with GMS prior to applying.

The deadline to register is **8:00 p.m. Eastern Time on April 22, 2009**.

**A DUNS number is required.** All applicants under this solicitation must include a DUNS (Data Universal Numbering System) number in their application. Applications without a DUNS number are incomplete.

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, simple, one-time activity. Obtain one by calling 1-866-705-5711 or by applying online at <http://fedgov.dnb.com/webform/displayHomePage.do>.

**Central Contractor Registration (CCR) is required.** In addition to the DUNS number requirement, OJP requires that all applicants (other than individuals) for federal financial assistance maintain current registrations in the Central Contractor Registration (CCR) database. The CCR database is the repository for standard information about federal financial assistance applicants, recipients, and subrecipients. Organizations that have previously submitted applications via Grants.gov are already registered with CCR, as it is a requirement for Grants.gov registration. Please note, however, that applicants must update or renew their CCR registration at least once per year to maintain an active status. Information about registration procedures can be accessed at [www.ccr.gov](http://www.ccr.gov).

## **Deadline: Applications**

The due date for applying for funding under this announcement is **8:00 p.m. Eastern Time on April 22**.

## **Eligibility**

**Those eligible to apply are limited to local (including county) and tribal law enforcement agencies<sup>1</sup> located in “rural areas,” as that term is defined below. In addition, state law enforcement agencies that are from “rural states” or that provide assistance to one or more “rural areas” are eligible to apply.**

**(A) “Rural areas”**— The term “rural area” means either: (I) a jurisdiction that is not located in a metropolitan statistical area (MSA), as defined by the Office of Management and Budget ([www.whitehouse.gov/omb/bulletins/fy2009/09-01.pdf](http://www.whitehouse.gov/omb/bulletins/fy2009/09-01.pdf)); or (II) any jurisdiction located in an MSA, but in a county or tribal jurisdiction that has a population less than 50,000.

---

<sup>1</sup> In Alaska, funds awarded through this program to the tribes listed below may not be used for courts or law enforcement officers for a tribe or village, pursuant to Public Law 108-199 § 112(a)(1): (1) tribes in which fewer than 25 Native members live in the village year round; and (2) tribes that are located within the boundaries of the Fairbanks North Star Borough, the Matanuska Susitna Borough, the Municipality of Anchorage, the Kenai Peninsula Borough, the City and Borough of Juneau, the Sitka Borough, or the Ketchikan Borough.

Special rules will apply for independent cities and townships. See the [FAQs](#) for further information.

**(B) “Rural states”**—The term “rural state” means a state that has a population density of 52 or fewer persons per square mile or a state in which the largest county has fewer than 150,000 people based on the most recent decennial census.

For purposes of this solicitation, state and local law enforcement agencies include state and local prosecutors, parole, probation, and community corrections agencies.

**For Category V only** (see page 6), applications are solicited from national, regional, state, and local public and private entities, including for-profit (commercial) and nonprofit organizations, institutions of higher education, faith-based and community organizations, tribal jurisdictions, and units of local government to provide training and technical assistance across the nation to qualifying rural areas and rural states as defined above.

See the [FAQs](#) for further information on the solicitation and its requirements

#### **Additional Requirements Related to the Recovery Act (including certification requirements):**

Reporting on the Use of Funds. In order to be eligible to receive funds under this solicitation, applicants must certify that they will satisfy the reporting requirements of section 1512(c) of the Recovery Act, which requires detailed reporting (including reporting on subawards) not later than **ten calendar days after the end of each calendar quarter**. Detailed information on section 1512(c) appears below, under “Accountability and Transparency under the Recovery Act.” A template for the certification is included in the appendix. Applicants may expect that a standard form and/or standard reporting mechanism will be made available at a future date.

Funding Distribution and Appropriate Use of Funds. Section 1607 of the Recovery Act requires either a certification by the Governor or a concurrent resolution of the state legislature concerning funds distribution and assurance of appropriate use of funds. States may not receive funds under this Recovery Act solicitation unless section 1607 is satisfied. (Refer to the OJP Recovery Act Additional Requirements web page at [www.ojp.usdoj.gov/recovery/solicitationrequirements.htm](http://www.ojp.usdoj.gov/recovery/solicitationrequirements.htm) for the text of section 1607.)

Certification regarding Infrastructure Investments. Pursuant to section 1511 of the Recovery Act, a state or local government (including a federally-recognized Indian tribal government) may not receive funds for an infrastructure investment (for example, construction or major renovation of a correctional facility) unless the Governor, mayor, or other chief executive, as appropriate, certifies that the infrastructure investment has received the full vetting required by law and that the chief executive accepts responsibility that the infrastructure is an appropriate use of taxpayer dollars. The certification must include a description of the infrastructure investment, the estimated total cost, and the amount of Recovery Act funds to be used, and must be posted on a web site that is linked to Recovery.gov. (Refer to the OJP Recovery Act Additional Requirements web page at [www.ojp.usdoj.gov/recovery/solicitationrequirements.htm](http://www.ojp.usdoj.gov/recovery/solicitationrequirements.htm) for the text of section 1511.)

Consistent with section 1511, **all** applicants under this solicitation must complete a “General Certification as to Requirements for Receipt of Funds for Infrastructure Investments,” a template for which is included in the appendix. Recipients that are awarded funds for one or more infrastructure investment projects must also submit and post a certification that satisfies section

1511 as to each such specific project prior to obligating, expending, or drawing down funds for such a project. Applicants or recipients that intend to prepare a section 1511 certification should consult the OJP Recovery Act Additional Requirements web page at [www.ojp.usdoj.gov/recovery/solicitationrequirements.htm](http://www.ojp.usdoj.gov/recovery/solicitationrequirements.htm). If a standard form becomes available, OJP will include a notice in the appropriate section of the web page.

**Faith-Based and Other Community Organizations:** Consistent with Executive Order 13279, dated December 12, 2002, and 28 C.F.R. Part 38, faith-based and other community organizations that statutorily qualify as eligible applicants under DOJ programs are invited and encouraged to apply for assistance awards to fund eligible grant activities. Faith-based and other community organizations will be considered for awards on the same basis as other eligible applicants and, if they receive assistance awards, will be treated on an equal basis with all other grantees in the administration of such awards. No eligible applicant or grantee will be discriminated for or against on the basis of its religious character or affiliation, religious name, or the religious composition of its board of directors or persons working in the organization.

Faith-based organizations receiving DOJ assistance awards retain their independence and do not lose or have to modify their religious identity (e.g., remove religious symbols) to receive assistance awards. DOJ grant funds, however, may not be used to fund any inherently religious activity, such as prayer or worship. Inherently religious activity is permissible, although it cannot occur during an activity funded with DOJ grant funds; rather, such religious activity must be separate in time or place from the DOJ-funded program. Further, participation in such activity by individuals receiving services must be voluntary. Programs funded by DOJ are not permitted to discriminate in the provision of services on the basis of a beneficiary's religion.

If your organization is a faith-based organization that makes hiring decisions on the basis of religious belief, it may be entitled, under the Religious Freedom Restoration Act, 42 U.S.C. § 2000bb, to receive federal funds and yet maintain that hiring practice, even if the law creating the funding program contains a general ban on religious discrimination in employment. For the circumstances under which this may occur, and the certifications that may be required, please see the section titled, "Funding to Faith-Based Organizations" on the "Other Requirements for OJP Applications" web page at [www.ojp.usdoj.gov/funding/other\\_requirements.htm](http://www.ojp.usdoj.gov/funding/other_requirements.htm).

Applicants are also encouraged to review the "Civil Rights Compliance" section on the "Other Requirements for OJP Applications" web page, which can be found at the web address shown above.

**American Indian Tribes and Alaska Native Tribes and/or Tribal Organizations:** If a grant application is being submitted on behalf of a tribe or tribal organization, a current authorizing resolution of the governing body of the tribal entity or other enactment of the tribal council or comparable government entity authorizing the inclusion of the tribe or tribal organization named in the application must be included with the application.

## **Assistance to Rural Law Enforcement to Combat Crime and Drugs Program—Specific Information**

***All awards are subject to the availability of appropriated funds and any modifications or additional requirements that may be imposed by law. Applicants also should anticipate that awards under the Recovery Act will be one-time awards and accordingly should propose project activities and deliverables that can be accomplished without additional DOJ funding.***

The Assistance to Rural Law Enforcement to Combat Crime and Drugs Program, administered by BJA, helps rural states and rural areas prevent and combat crime, especially drug-related crime, and provides for national support efforts, including training and technical assistance programs strategically targeted to address rural needs.

In addition, priority consideration will be given to local law enforcement agencies in rural areas where the unit of local government is not eligible to receive a direct allocation from the Recovery Act Edward Byrne Memorial Justice Assistance Grant (JAG) Program **OR** received a direct allocation that was \$50,000 or less.

Use of funds for overtime and hiring personnel is allowable to meet the specific categorical requirements outlined in this solicitation. Applicants must develop a plan for sustaining personnel hired with grant funds after the funding has ended. Applicants are strongly encouraged to avoid unsubstantiated requests for equipment purchases. Applicants are strongly encouraged to consider costs for training needs and reporting requirements associated with receipt of this funding when developing their budget.

- To be considered for Category V, national training and technical assistance delivery, applicants must demonstrate that the proposed training or technical assistance will provide an immediate benefit to eligible rural states and rural areas and must demonstrate a capacity to deliver training and technical assistance nationwide.

#### **Award Categories**

**Applicants may submit a proposal under any one of the following categories.** Should a proposal span multiple categories or encompass elements from different categories, identify one category which best describes the project. Applicants should not submit duplicate proposals to multiple categories. An applicant may submit more than one proposal as long as the applications are different projects. **Applicants must clearly indicate in the abstract and on the first page of the program narrative which category they are applying under.**

See the [FAQs](#) for further information on the solicitation and its requirements.

#### **CATEGORY I: COMBATING RURAL CRIME**

Applications are solicited under Category I to prevent and respond to rural crime. Agencies are encouraged to consider an [Intelligence-Led Policing \(ILP\)](#) approach and multi-agency or multi-jurisdictional approaches to reducing crime. Criminal activity targeted under this solicitation may include, but is not limited to: drug violence, narcotics trafficking, drug distribution, gang violence, property crime, burglaries, theft, metal theft, cybercrime, mortgage fraud, and vehicle operation under the influence of drugs or alcohol. Applicants are encouraged to 1) document a history or commitment to form a multi-jurisdictional, multi-disciplinary enforcement approach; and 2) demonstrate a data driven analysis capacity or a willingness to adopt intelligence-led policing for planning and implementing policing initiatives. The hiring of sworn and support personnel, including crime analysts, for this purpose is an acceptable use of funding. Applicants are encouraged to implement management practices that improve agency capacity to share appropriate investigative and case information with national information sharing programs, such as the [Regional Information Sharing System \(RISS\)](#), Fusion Centers, and [N-DEx](#) (a national data exchange hosted by the Federal Bureau of Investigation).

## **CATEGORY II: IMPROVING RURAL LAW ENFORCEMENT INVESTIGATIONS**

Applications are solicited under Category II to improve or enhance the administration and operations of the law enforcement function in rural states and rural areas. Hiring sworn and civilian law enforcement personnel for the implementation of these efforts is an acceptable use of funding. Applications are solicited for programs that build capacity to increase public safety, and to investigate crime and drug-related crime in rural states and rural areas. Areas of consideration include rural local, regional, or statewide projects that support law enforcement efforts to prevent and reduce crime, especially drug-related crime, using strategies designed to collaboratively improve law enforcement drug and crime investigations; projects which enhance local anti-gang investigations especially to the extent that gangs are involved in drug-related crime; programs that support rural law enforcement task force activities and tactical operations effectiveness; and programs which support rural, problem-oriented policing, community mobilization, use of volunteers, and resource sharing.

## **CATEGORY III: ENHANCING RURAL DETENTION AND JAIL OPERATIONS**

Applications are solicited under Category III to improve or enhance the administration and operations of the rural detention and corrections functions to assist law enforcement in rural states and rural areas. Hiring detention, probation, parole, and community corrections personnel for the implementation of these efforts are an acceptable use of funding. Applicants are encouraged to consider efforts to improve rural jail operations, screening, assessment, and treatment services that address the substance abuse and mental health needs of pre-trial and sentenced individuals in secure confinement and under community supervision. In addition, funding under this category can be used to support projects that improve information sharing between rural correctional systems and criminal intelligence agencies, and support greater collaboration between rural law enforcement and correctional system personnel for purposes of reducing crime and managing offender populations.

## **CATEGORY IV: FACILITATING RURAL JUSTICE INFORMATION SHARING**

Applications are solicited under Category IV to improve or enhance the sharing of criminal justice information across law enforcement agencies and other criminal justice components. Hiring personnel for the implementation of rural information sharing and technology efforts is an acceptable use of funding. Applicants are encouraged to consider improving the sharing and use of criminal intelligence within law enforcement; establishing or enhancing multi-agency or multi-jurisdiction information sharing designed to facilitate improved services to the community; and increased detection, enforcement; and prosecution of criminal activity through improved access to relevant criminal justice data locally or nationwide. The establishment of multi-jurisdictional information sharing systems and the purchase of related and necessary software is an acceptable use of funding.

## **CATEGORY V: TRAINING AND TECHNICAL ASSISTANCE**

Applications are solicited under Category V for the development of national training and technical assistance programs to deliver multiple training sessions on a variety of topics, nationwide, to assist law enforcement in qualifying rural states and rural areas. Applications must demonstrate the ability to develop content and support a nationwide delivery of BJA trainings pertinent to rural law enforcement (and those who assist rural law enforcement) including a variety of training delivery mechanisms such as online trainings and other electronic or distance learning formats, including podcasts, webinars, etc. Applicants must demonstrate the ability to support refinement and reproduction of curriculum; recruit and train subject matter-appropriate trainers; schedule and organize training venues; market trainings and recruit participants; and administer and oversee implementation of the trainings. Applicants proposing to provide

technical assistance should include the use of evidence-based practices and Intelligence-Led Policing approaches in their provision of assistance in the subject areas of this solicitation. Applications are solicited to provide national training and technical assistance to rural jurisdictions to address the topics outlined in the categories of this solicitation and other topics addressing critical needs of rural law enforcement, including **but not limited to**:

- Implementation of evidence based practices and Intelligence-Led Policing.
- Drug identification and detection.
- Evidence collection and forensic investigations.
- Implementation of traffic enforcement strategies that address impaired driving.
- Officer and public safety as related to the identification and dismantling of clandestine laboratories.
- Combating cybercrime and illicit Internet prescription drug purchases.
- Multi-cultural training for rural law enforcement.
- Rural law enforcement leadership training for all officers.
- Training law enforcement and prosecutorial personnel on detecting, investigating, and prosecuting mortgage fraud.
- Implementation of comprehensive response to vacant and abandoned properties.
- Development and implementation of gang reduction strategies for rural areas.
- Methamphetamine production and abuse.
- Using collaboration and partnership to build capacity and leverage resources to combat and investigate violent crime and homicide.
- Marijuana containment and eradication.

#### **Amount and Length of Awards**

Applications submitted must be for **no less than** \$50,000. The project period for awards is up to 24 months. The project start date should be on or after August 1, 2009.

**Limitation on Use of Award Funds for Employee Compensation; Waiver:** No portion of any award of more than \$250,000 made under this solicitation may be used to pay any portion of the total cash compensation (salary plus bonuses) of any employee of the award recipient whose total cash compensation exceeds 110 percent 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. For FY 2009, the total cash compensation cannot exceed \$194,700 (\$177,000 [current maximum SES salary] plus [\$177,000 times 10 percent]). (The salary table for SES employees is available at [www.opm.gov](http://www.opm.gov).) This prohibition may be waived at the discretion of the Assistant Attorney General for the Office of Justice Programs. An applicant that wishes to request a waiver should include a detailed justification in the budget narrative of the application. The justification should include: the particular qualification and expertise of the individual, the uniqueness of the service being provided, the individual's specific knowledge of the program or project undertaken with the grant funds and a statement explaining that the individual's salary is commensurate with the regular and customary rate for an individual with her/his qualifications and expertise, and for the work that is to be done.

**Non-Supplanting:** For purposes of this Recovery Act solicitation, the general non-supplanting requirement of the OJP Financial Guide ([Part II, Chapter 3](#)) does not apply.

#### **Recovery Act: Buy American**

All applicants that propose to use grant funds to construct, alter, maintain, or repair a public building or public work should be aware that the Recovery Act (in section 1605) contains a "Buy American" provision that applies to iron, steel, and manufactured goods, subject to certain

exceptions. The provision is to be applied in a manner consistent with United States obligations under international agreements. Government-wide guidance on this provision is not yet available, but is expected. For the text of section 1605, please refer to the “OJP Recovery Act Additional Requirements” web page at [www.ojp.usdoj.gov/recovery/solicitationrequirements.htm](http://www.ojp.usdoj.gov/recovery/solicitationrequirements.htm).

#### **Recovery Act: Wage Rate Requirements**

All applicants should be aware that the Recovery Act contains a provision on wage rate requirements that concerns projects funded or assisted by Recovery Act funds that employ laborers and mechanics. See section 1606 of the Recovery Act, the text of which appears on the “OJP Recovery Act Additional Requirements” web page at [www.ojp.usdoj.gov/recovery/solicitationrequirements.htm](http://www.ojp.usdoj.gov/recovery/solicitationrequirements.htm). Government-wide guidance on this provision is not yet available, but is expected.

#### **Recovery Act: Preference for Quick-Start Activities**

Pursuant to section 1602 of the Recovery Act, recipient of funds under this solicitation for infrastructure investment are to give preference to activities that can be started and completed expeditiously, and also are expected to use grant funds in a manner that maximizes job creation and economic benefit. For the details of this requirement, please refer to the text of section 1602, which appears on the “OJP’s Recovery Act Additional Requirements” web page at [www.ojp.usdoj.gov/recovery/solicitationrequirements.htm](http://www.ojp.usdoj.gov/recovery/solicitationrequirements.htm).

#### **Recovery Act: Contracts**

Generally speaking, the Recovery Act places special emphasis on the use of fixed-price contracts awarded through competitive procedures. As information becomes available, OJP will provide guidance to applicants as to what, if any, particular procurement requirements or procedures may apply to contracts awarded with Recovery Act grant funds, apart from those that appear in 28 C.F.R. Part 66 and 28 C.F.R. Part 70.

#### **Recovery Act: Limit on Funds**

The Recovery Act specifically provides that funds may not be used by any state or local government, or any private entity, for any casino or other gambling establishment, aquarium, zoo, golf course, or swimming pool.

#### **Recovery Act: Use of Funds in Conjunction with Funds from Other Sources.**

Recovery Act funds may be used in conjunction with other funding as necessary to complete projects, but tracking and reporting of Recovery Act funds must be separate, to meet the reporting and other requirements of the Recovery Act and other applicable law. There can be no commingling of funds. (See “Accountability and Transparency under the Recovery Act,” below.)

## **Accountability and Transparency under the Recovery Act**

#### **Separate Tracking and Reporting of Recovery Act Funds and Outcomes**

Consistent with the special purposes and goals of the Recovery Act, and its strong emphasis on accountability and transparency, it is essential that all funds from a Recovery Act grant be tracked, accounted for, and reported on separately from all other funds (including DOJ grant funds from non-Recovery Act grants awarded for the same or similar purposes or programs). Recipients must also be prepared to track and report on the specific outcomes and benefits attributable to use of Recovery Act funds.

The accounting systems of all recipients and subrecipients must ensure that funds from any award under this Recovery Act solicitation are not commingled with funds from any other source.

Misuse of grant funds may result in a range of penalties, including suspension of current and future funds, suspension or debarment from federal grants, recoupment of monies provided under a grant, and civil and/or criminal penalties.

### **Quarterly Financial and Programmatic Reporting**

Consistent with the Recovery Act emphasis on accountability and transparency, reporting requirements under Recovery Act grant programs will differ from and expand upon OJP's standard reporting requirements for grants. In particular, section 1512(c) of the Recovery Act sets out detailed requirements for quarterly reports that must be submitted within 10 days of the end of each calendar quarter. Receipt of funds will be contingent on meeting the Recovery Act reporting requirements.

Under this Recovery Act program, quarterly financial and programmatic reporting will be required, and will be **due within 10 calendar days after the end of each calendar quarter**, starting July 10, 2009.

<b>Programmatic and Financial Reporting Periods</b>	<b>Due Dates</b>
October- December	January 10
January- March	April 10
April-June	July 10
July-September	October 10

The information from grantee reports will be posted on a public website. To the extent that grant funds are available to pay a grantee's administrative expenses, those funds may be used to assist the grantee in meeting the accelerated time-frame and extensive reporting requirements of the Recovery Act.

Recovery Act grant recipients may expect that the information posted by OJP will identify grantees that are delinquent in their reporting. In addition, in keeping with standard OJP practice, grant recipients who do not submit required reports by the due date will not be permitted to draw down funds thereafter, during the pendency of the delinquency, and may be subject to other appropriate actions by OJP, including, but not limited to, restrictions on eligibility for future OJP awards, restrictions on draw-down on other OJP awards, and suspension or termination of the Recovery Act award.

Funding recipients may expect that a standard form and/or reporting mechanism may be available. Additional instructions and guidance regarding the required reporting will be provided as they become available. For planning purposes, however, all applicants should be aware that the Recovery Act section 1512(c) provides as follows:

Recipient Reports: Not later than 10 days after the end of each calendar quarter, each recipient that received recovery funds from a Federal agency shall submit a report to that agency that contains—

- (1) the total amount of recovery funds received from that agency;
- (2) the amount of recovery funds received that were expended or obligated to projects or activities; and

(3) a detailed list of all projects or activities for which recovery funds were expended or obligated, including--

- (A) the name of the project or activity;
- (B) a description of the project or activity;
- (C) an evaluation of the completion status of the project or activity;
- (D) an estimate of the number of jobs created and the number of jobs retained by the project or activity; and
- (E) for infrastructure investments made by state and local governments, the purpose, total cost, and rationale of the agency for funding the infrastructure investment with funds made available under this Act, and name of the person to contact at the agency if there are concerns with the infrastructure investment.

(4) Detailed information on any subcontracts or subgrants awarded by the recipient to include the data elements required to comply with the Federal Funding Accountability and Transparency Act of 2006 (Public Law 109-282), allowing aggregate reporting on awards below \$25,000 or to individuals, as prescribed by the Director of the Office of Management and Budget.

### **Subawards under Recovery Act Grants**

Reporting; DUNS and CCR. As indicated above, quarterly reporting requirements for Recovery Act awards include reporting with respect to subawards. In order to facilitate that reporting, award recipients must work with their first-tier subawardees (if any) to ensure that, no later than the due date of the award recipient's first quarterly report after a subaward is made, the subawardee has a DUNS numbers and is registered with the Central Contractor Registration (CCR) database. See "Deadline: Registration," above, for more information on CCR and DUNS numbers.

Monitoring of subawards. All applicants should bear in mind that any recipient of an award under this solicitation will be responsible for monitoring of subawards under the grant in accordance with all applicable statutes, regulations, OMB circulars, and guidelines, including the OJP Financial Guide. Primary recipients will be responsible for oversight of subawardee spending and monitoring of specific outcomes and benefits attributable to use of Recovery Act funds.

### **Reporting Fraud, Waste, Error, and Abuse**

Each grantee or subgrantee awarded funds made available under the Recovery Act is to promptly refer to an appropriate inspector general any credible evidence that a principal, employee, agent, contractor, subgrantee, subcontractor, or other person has submitted false claim under the False Claims Act or has committed a criminal or civil violation of laws pertaining to fraud, conflict of interest, bribery, gratuity, or similar misconduct involving Recovery Act funds.

You may report potential fraud, waste, abuse, or misconduct to the U.S. Department of Justice, Office of the Inspector General (OIG) by—

mail: Office of the Inspector General  
U.S. Department of Justice  
Investigations Division  
950 Pennsylvania Avenue, N.W.  
Room 4706  
Washington, DC 20530

e-mail: [oig.hotline@usdoj.gov](mailto:oig.hotline@usdoj.gov)

hotline: (contact information in English and Spanish): (800) 869-4499

or hotline fax: (202) 616-9881

Additional information is available from the DOJ OIG web site at [www.usdoj.gov/oig/](http://www.usdoj.gov/oig/).

The Recovery Act provides certain protections against reprisals for employees of non-Federal employers who disclose information reasonably believed to be evidence of gross management, gross waste, substantial and specific danger to public health or safety, abuse of authority, or violations of law related to contracts or grants using Recovery Act funds. For additional information, refer to section 1553 of the Recovery Act.

## Performance Measures

To assist in fulfilling the accountability objectives of the Recovery Act, as well as the Department's responsibilities under the Government Performance and Results Act of 1993 (GPRA), Public Law 103-62, applicants who receive funding under this solicitation must provide data that measure the results of their work. In addition, applicants must discuss their data collection methods in the application. Applicants must address all the Recovery Act performance measures. Also, applicants must address all the performance measures that are applicable to the category of funding for which they are applying. Performance measures for this solicitation are as follows:

OBJECTIVE	PERFORMANCE MEASURES	DATA THE GRANTEE PROVIDES FOR 3-MONTH REPORTING PERIOD	DESCRIPTION (PLAIN LANGUAGE EXPLANATION OF WHAT EXACTLY IS BEING PROVIDED)
<b>Categories I-V</b> Recovery Act: Preserving jobs	Number of jobs retained (by type) due to Recovery Act funding.	How many jobs were prevented from being eliminated with the Recovery Act funding during this reporting period?  How many jobs that were eliminated within the last 12 months were subsequently reinstated as a result of Recovery Act funding?	An unduplicated number of jobs that would have been eliminated if not for the Recovery Act funding during the three-month quarter. Report this data for each position only once during the grant. A job can include full time, part time, contractual, or other employment relationship.  An unduplicated number of jobs that were eliminated 12 months prior to receiving Recovery Act funding. Report this data for each position only once during the grant. A job can include full time, part time, contractual or other employment relationship.
<b>Categories I-V</b> Recovery Act: Creating jobs	Number of jobs created (by type) due to Recovery Act funding.	How many jobs were created with Recovery Act funding this reporting period?	An unduplicated number of jobs created due to Recovery Act funding during the three-month quarter. Report this data for each position only once during the grant. A job can include full time, part time, contractual or other employment relationship.

<p><b>Categories I-V</b> Recovery Act: Promoting economic recovery</p>	<p>Percent of essential services maintained without disruption.</p>	<p>How many essential services were prevented from elimination due to Recovery Act funding?</p> <p>How many essential services does your agency provide?</p>	<p>Essential services are defined as services that are necessary to achieving the grantee's mission. They are mission critical.</p>
<p><b>Categories I-V</b> Recovery Act: Promoting economic recovery</p>	<p>Number of collaborative partnerships established to avoid reductions in essential services and duplication.</p>	<p>How many partnerships were formed this quarter that prevented reductions in services or duplication of efforts?</p>	<p>Partnerships are defined as multi-agency, multi-jurisdictional collaborations to prevent and reduce crime through information and intelligence sharing.</p>
<p><b>Category I:</b> To prevent and combat drug-related and other crime affecting rural areas</p>	<p>Number of submissions to an intelligence database.</p> <p>Number of tips/leads referred to other agencies.</p>	<p>Number of submissions to an intelligence database during the current reporting period.</p> <p>Number of tips/leads referred to other agencies during the reporting period.</p>	
<p><b>Category II:</b> To improve or enhance the administration and operations of the law enforcement function in rural areas</p>	<p>Number of new investigations initiated.</p> <p>Percent of investigations that led to an arrest or a conviction.</p>	<p>Total number of investigations initiated during the reporting period.</p> <p>Total number of investigations initiated during the reporting period that led to an arrest or conviction.</p>	
<p><b>Category III:</b> To improve or enhance the administration and operations of the rural detention and corrections functions to assist law enforcement in rural areas</p> <p>To enhance the capacity of community corrections</p>	<p>Reduction in average caseload of community correctional officers in agency.</p>	<p>Average caseload of all community corrections agency when grant begins.</p> <p>Average caseload of community corrections agency during the quarter for which the grantee is reporting.</p>	
<p><b>Category IV:</b> To improve or enhance the sharing of criminal justice information across rural law enforcement agencies and other criminal justice components.</p>	<p>Amount of electronic information exchanged.</p>	<p>The number of commonly-accessible databases for inquiries established or used during the past quarter.</p> <p>Number of new database inquiries in the past quarter .</p> <p>Number of new database submissions in the past quarter .</p>	
<p><b>Category V:</b> To improve the capacity of rural justice law enforcement through in-person training</p>	<p>Percentage of trainees who successfully completed the program.</p> <p>Percentage of trainees who completed the training who rated the training as satisfactory or better.</p>	<p>Number of individuals who attended each training.</p> <p>Number of individuals who completed the training.</p>	

	Percentage of trainees who completed the training whose post-test indicated an improved score over their pre-test.	Number of individuals who completed an evaluation at the conclusion of the training.  Number of individuals who completed a pre and post-test.	
<b>Category V:</b> To increase the knowledge of rural justice law enforcement through web-based learning	Percentage of trainees who successfully completed the program.  Percentage of trainees who completed the training who rated the training as satisfactory or better.  Percentage of trainees who completed the training whose post-test indicated an improved score over their pre-test  Percent of trainees who indicate that they could not have completed the training if it had not been web-based.	Number of individuals who started the training.  Number of individuals who completed the training.  Number of individuals who completed an evaluation at the conclusion of the training.  Number of individuals who completed a pre- and post-test.  Number of trainees who indicate that they could not have completed the training if it had not been web-based.	
<b>Category V:</b> To increase the knowledge of rural justice law enforcement through distance learning using CD/DVDs	Percentage of organizations that completed the survey who expressed satisfaction that the CD/DVD met their training needs.	Number of organizations receiving CD/DVDs.  Number of organizations who received CD/DVDs who were surveyed.  Number of organizations who responded to the survey.	
<b>Category V:</b> To increase the knowledge of rural justice law enforcement by providing training scholarships	Percentage of surveyed trainees who reported that the training provided information that could be utilized in their job.	Number of training scholarships provided.  Number of trainees who received scholarships who were surveyed.  Number of trainees surveyed who responded to the survey.	
<b>Category V:</b> Increase a rural law enforcement agency's ability to solve problems and/or modify policies or practices	Percentage of requesting agencies who rated services as satisfactory or better in terms of timeliness and quality following completion of a onsite visit.  Percentage of requesting agencies that	Number of requesting agencies who rated services as satisfactory or better in terms of timeliness and quality following completion of a onsite visit.  Number of requesting agencies who completed an evaluation of other onsite services.  Number of requesting	

	<p>were planning to implement at least some of the report recommendations six months after the onsite visit.</p> <p>Percentage of peer visitors who reported that the visit to the other agency was useful in providing information on policies or practices.</p> <p>Percentage of peer visitors that were planning to implement at least some policies or practices six months after they were observed at the visited site.</p> <p>Percentage of requesting agencies of other onsite services who rated the services provided as satisfactory or better.</p>	<p>agencies that were planning to implement at least some of the report recommendations six months after the onsite visit.</p> <p>Number of peer visitors who reported that the visit to the other agency was useful in providing information on policies or practices.</p> <p>Number of peer visitors that were planning to implement at least some policies or practices six months after they were observed at the visited site.</p> <p>Number of requesting agencies of other on-site services who rated the services provided as satisfactory or better.</p> <p>Number of peer-to-peer visits completed.</p> <p>Number of follow-ups with requesting agencies completed six months after onsite visit.</p> <p>Number of reports completed by peer visitors after completion of the visit.</p> <p>Number of follow-ups with the requesting peer visitor completed six months after the peer-to-peer visit.</p> <p>Number of other onsite services provided.</p> <p>Number of reports submitted to requesting agencies following other onsite services.</p> <p>Number of requesting agencies who completed an evaluation of other onsite services.</p> <p>Number of onsite visits completed.</p> <p>Number of reports submitted to requesting agencies after onsite visits.</p> <p>Number of requesting agencies who completed an</p>	
--	--	--	--

		evaluation of services.	
<b>Category V:</b> To increase information provided to BJA and the rural law enforcement community	<p>Percentage of advisory/focus groups evaluated as satisfactory or better.</p> <p>Percentage of conference attendees who rated the conference as satisfactory or better.</p>	<p>Number of advisory/focus groups held.</p> <p>Number of advisory/focus groups evaluated as satisfactory or better.</p> <p>Number of conference attendees who completed an evaluation at the conclusion of the conference.</p> <p>Number of conference attendees who rated the conference as satisfactory or better.</p> <p>Number of documents produced as a result of advisory/focus groups.</p> <p>Number of documents disseminated to the field as a result of advisory/focus groups.</p> <p>Number of times the requesting agency evaluated the product of the advisory/focus group.</p> <p>Number of conferences held.</p> <p>Number of web sites developed.</p> <p>Number of web sites maintained.</p> <p>Number of publications developed.</p> <p>Number of visits to web sites.</p> <p>Number of publications disseminated.</p> <p>Number of requests for information responded to.</p>	
<b>Category V:</b> To increase the knowledge of rural law enforcement through the development and/or revision of training curricula	<p>Percentage of curricula that were pilot tested.</p> <p>Percentage of curricula that were revised after pilot testing.</p>	<p>Number of training curricula developed.</p> <p>Number of training curricula pilot tested.</p> <p>Number of training curricula revised after being pilot tested.</p>	

## How to Apply

**Grants Management System Instructions.** Applications must be submitted through OJP's online Grants Management System (GMS). To access the system, go to <https://grants.ojp.usdoj.gov>. Applicants should begin the process a few weeks prior to the GMS registration deadline, especially if this is the first time they have used the system. Each application requires a separate GMS registration. For a step-by-step guide, visit <http://www.ojp.gov/gmscbt/> and refer to the section entitled "External Overview: Locating & Applying for Funding Opportunities." For additional assistance, call the GMS Support Hotline at 1-888-549-9901 from 7:00 a.m. to 9:00 p.m. Eastern Time.

**Funding Opportunities with Multiple Categories:** Some OJP solicitations posted on GMS contain categories, denoted by the individual solicitation title referencing the category area. If you are applying to a solicitation with multiple categories, you must select the appropriate solicitation title for the intended category of your application. The application will be peer reviewed according to the requirements of the category under which it is submitted.

**Note: OJP will not review any application with attachments in Microsoft Vista or Microsoft 2007 format.** Applications submitted via GMS must be in the following formats: Microsoft Word (\*.doc), Word Perfect (\*.wpd), Microsoft Excel (\*.xls), PDF files (\*.pdf), or Text documents (\*.txt). GMS is not yet compatible with Vista and cannot yet process Microsoft Word 2007 documents saved in the new default format with the extension ".docx." Please ensure that any Word documents you are submitting are saved using "Word 97-2003 Document (\*.doc)" format. Additionally, 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."

**Recovery Act CFDA Number:** The Catalog of Federal Domestic Assistance (CFDA) number for this solicitation is 16.810, titled "Recovery Act: Assistance to Rural Law Enforcement to Combat Drugs and Crime."

## What an Application Must Include

### Standard Form 424

#### Program Abstract (Attachment 1)

Applicants must provide an abstract identifying the applicant's name, title of the project, dollar amount requested, and category for which the applicant is applying (e.g., Category I: Combating Rural Crime). The abstract must include goals of the project, a description of the strategies to be used, a numerical listing of key/major deliverables, and coordination plans. Applicants must use a standard 12-point font (Times New Roman is preferred) with 1-inch margins. The abstract must not exceed 1 page.

**Applicants for categories I-IV** (see pages 5-6) must clearly state the reason(s) why, and demonstrate with supporting data, they are eligible as "rural area" or "rural state" (as defined on page 2 of this solicitation). Applicants may not use data that was collected prior to the most recent decennial census.

**Applicants for Category V** (see page 6) must clearly demonstrate in their application abstract their eligibility to apply by demonstrating the nationwide delivery of training and technical assistance to rural states and rural areas.

Submissions that do not adhere to the format will be deemed ineligible.

### **Program Narrative (Attachment 2)**

The program narrative must clearly state the category for which the applicant is applying. It must also respond to the solicitation and the Selection Criteria (1-3, 5) in the order given. The program narrative must be double-spaced, using a standard 12-point font (Times New Roman is preferred) with 1-inch margins, and must not exceed 8 pages. Please number pages "1 of 8," "2 of 8," etc. Submissions that do not adhere to the format will be deemed ineligible.

### **Budget and Budget Narrative (Attachment 3)**

Applicants must provide a budget that is allowable and reasonable (Selection Criteria 4). Allowable costs include, but are not limited to, personnel, overtime, equipment, and fuel. Applicants must submit a budget detail worksheet and budget narrative. A budget detail worksheet form is available on OJP's web site at [www.ojp.usdoj.gov/funding/forms/budget\\_detail.pdf](http://www.ojp.usdoj.gov/funding/forms/budget_detail.pdf). When using this form, you must also include a budget narrative, in MS Word or PDF format, as a separate attachment. Both the budget detail worksheet and narrative explanation of costs can be provided in a single document using this acceptable MS Word Budget template, available at [www.ojp.usdoj.gov/BJA/funding/Budget\\_Worksheet\\_Narrative\\_Template.doc](http://www.ojp.usdoj.gov/BJA/funding/Budget_Worksheet_Narrative_Template.doc). Applicants may submit the budget and budget narrative in a different format (i.e., Excel spreadsheet), but it must contain all categories listed within the budget detail worksheet. Applicants must budget funding to travel to up to two Department of Justice-sponsored grant meetings. Applicants should estimate the costs of travel and accommodations for two staff to attend two meetings, with one trip to Washington D.C. and one within their region.

### **Project Timeline and Position Descriptions (Attachment 4)**

Applicants must attach a project timeline with each project goal, related objective, activity, expected completion date, and responsible person or organization. Applicants should also attach project descriptions for positions to be funded under their application. For Category V only, applicants must attach resumes of any staff already identified.

### **Certifications (Attachment 5)**

Applicants must attach certifications required by this solicitation, as outlined on pages 2-3. Copies of the certifications are in the Appendix.

## **Selection Criteria**

### **1. Statement of the Problem (15 percent of 100)**

Identify the precise problem to be addressed by the project. Provide specific data where available. Describe how activities can be started and completed expeditiously and in a manner that maximizes job creation and economic benefits.

### **2. Program Design and Implementation (30 percent of 100)**

Describe project objectives that are linked to meaningful and measurable outcomes consistent with the goals of the Recovery Act and the likelihood of achieving such outcomes, such as job creation and preservation. Applications that demonstrate job creation and sustainability will receive priority consideration. This solicitation places an emphasis on hiring and retaining staff for the implementation of the stated category objectives (i.e., implementing Intelligence-Led Policing). The peer review of applications will take into consideration the extent to which the applicant proposes to hire and retain positions.

Describe how the project will reach the stated goals and objectives of the category under which the application is submitted by providing a complete description of its project design and proposed implementation. Discuss the significance of the program and describe how it combats crime and improves the functioning of the criminal justice system in rural states or rural areas as described in the category of this solicitation for which you are applying. Tie program activities to goals, objectives, and the performance measures applicable to the project. Include a sustainment plan for proposed personnel to be hired. Include a comprehensive timeline that identifies milestones, numerically listed deliverables, and who is responsible for each activity (as Attachment 4). Where applicable, describe how your program design employs evidence-based practices or is based upon research knowledge and/or data.

In addition to the above requirements, Category V applicants must include a plan for providing training and technical assistance to qualified rural states and rural areas.

**3. Capabilities/Competencies (25 percent of 100)**

Describe the proposed management structure and project staffing. If applicable, describe how the partners will collaborate with the applicant to implement the program successfully. Describe how the organization will track all drawdowns and grant expenditures separately from other federal funding.

**4. Budget (10 percent of 100)**

Provide a comprehensive budget and budget narrative that are complete, allowable, and justified based on the proposed project (as Attachment 3). Applicants are strongly encouraged to avoid unsubstantiated equipment purchases. Applicants must budget funding to travel to up to two Department of Justice-sponsored grant meetings. Applicants should estimate the costs of travel and accommodations for two staff to attend two meetings, with one trip to Washington D.C. and one in their region.

**5. Impact/Outcomes, Evaluation, Sustainment, and Description of the Applicant's Plan for the Collection of the Data Required for Performance Measures (20 percent of 100)**

Applicants must certify their willingness and capacity to participate in an evaluation to be managed by the National Institute of Justice. Capacity may be demonstrated by documenting participation in prior evaluations; existence of data management systems; or program maturity and/or stability. For innovative programs, applicants should provide evidence that the program model has shown promise in being effective.

Explain how the program's effectiveness will be demonstrated. Discuss the significance of the program's impact in assisting law enforcement in rural states and rural areas. For each performance measure selected, describe: 1) what data will be collected, 2) how it will be collected, 3) how it will be assessed/analyzed; and 4) the process for reporting the findings and outcomes, which will measure the impact of the proposed efforts. Outline a strategy for sustaining the project *and hired personnel* when the federal grant ends. Describe what innovative approaches you use to maximize your programs' impact and cost-effectiveness and how this will help you to sustain the program when the grant funding ends.

## Review Process

OJP is committed to ensuring a standardized process for awarding grants. The Bureau of Justice Assistance (BJA) reviews the application to make sure that the information presented is

reasonable, understandable, measurable, and achievable, as well as consistent with program or legislative requirements as stated in the solicitation.

Peer reviewers will be reviewing the applications submitted under this solicitation as well. BJA may use either internal peer reviewers, external peer reviewers or a combination of both to review the applications under this solicitation. An external peer reviewer is an expert in the field of the subject matter of a given solicitation who is NOT a current U.S. Department of Justice employee. An internal reviewer is an expert in the field of the subject matter of a given solicitation who is a current U.S. Department of Justice employee. Applications will be screened initially to determine whether the applicant meets all eligibility requirements. Only applications submitted by eligible applicants that meet all other requirements (such as timeliness, proper format, required attachments, and responsiveness to the scope of the solicitation) will be evaluated, scored, and rated by a peer review panel. Peer reviewers' ratings and any resulting recommendations are advisory only. In addition to peer review ratings, considerations may include, but are not limited to, underserved populations, strategic priorities, past performance, and available funding.

After the peer review is finalized, the Office of the Chief Financial Officer (OCFO), in consultation with BJA, conducts a financial review of all potential discretionary awards and cooperative agreements to evaluate the fiscal integrity and financial capability of applicants; examines proposed costs to determine if the budget and budget narrative accurately explain project costs; and determines whether costs are reasonable, necessary, and allowable under applicable Federal cost principles and agency regulations. OCFO also reviews the award document and verifies the OJP Vendor Number.

Absent explicit statutory authorization or written delegation of authority to the contrary, all final grant award decisions will be made by the OJP Assistant Attorney General (AAG), who may also give consideration to factors including, but not limited to, underserved populations, strategic priorities, past performance, and available funding when making awards.

## **Additional Requirements**

Successful applicants selected for awards under this Recovery Act solicitation must agree to comply with additional applicable requirements prior to receiving grant funding. We strongly encourage you to review the list below pertaining to these additional requirements prior to submitting your application. Additional information for each can be found at [www.ojp.usdoj.gov/recovery/solicitationrequirements.htm](http://www.ojp.usdoj.gov/recovery/solicitationrequirements.htm).

- Civil Rights Compliance
- Funding to Faith-Based Organizations
- Confidentiality and Human Subjects Protection
- Anti-Lobbying Act
- Financial and Government Audit Requirements, includes Single Audit Act Requirements
- National Environmental Policy Act (NEPA)

- DOJ Information Technology Standards
- Single Point of Contact Review
- Non-Supplanting of State and Local Funds
- Criminal Penalty for False Statements
- Compliance with Office of Justice Programs [\*Financial Guide\*](#)
- 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 (FFATA) of 2006
- Recovery Act Reporting Requirements; Section 1512(c) of the Recovery Act
- Section 1511 of the Recovery Act: Certifications
- Section 1602 of the Recovery Act: Preference for Quick-Start Activities
- Section 1604 of the Recovery Act: Limit on Funds
- Section 1605 of the Recovery Act: Buy American
- Section 1606 of the Recovery Act: Wage Rate Requirements
- Section 1607 of the Recovery Act: Additional Funding Distribution and Assurance of Appropriate Use of Funds
- Section 1609 of the Recovery Act: Relating to National Environmental Policy Act

## **Appendix. Templates for Required Certifications**

**Instructions:** Scan signed certifications and submit image files electronically as part of your application package.

U.S. DEPARTMENT OF JUSTICE  
OFFICE OF JUSTICE PROGRAMS

**Recovery Act – Assistance to Rural Law Enforcement to Combat Crime and Drugs  
Program**

Certification as to Recovery Act Reporting Requirements

On behalf of the applicant entity named below, I certify the following to the Office of Justice Programs, U.S. Department of Justice:

I have personally read and reviewed the section entitled “Accountability and Transparency under the Recovery Act” in the program announcement for the Recovery Act grant program identified above. I have also read and reviewed section 1512(c) of the American Recovery and Reinvestment Act of 2009 (Public Law 111-5), concerning reporting requirements for grants. I agree that the applicant will comply with the reporting requirements set forth therein with respect to any grant the applicant may receive under the Recovery Act grant program identified above.

I acknowledge that a false statement in this certification may be subject to criminal prosecution, including under 18 U.S.C. § 1001. I also acknowledge that Office of Justice Program grants, including certifications provided in connection with such grants, are subject to review by the Office of Justice Programs, and/or by the Department of Justice’s Office of the Inspector General.

I have authority to make this certification on behalf of the applicant entity (that is, the entity applying directly to the Office of Justice Programs).

\_\_\_\_\_  
Signature of Certifying Official

\_\_\_\_\_  
Printed Name of Certifying Official

\_\_\_\_\_  
Title of Certifying Official

\_\_\_\_\_  
Full Name of Applicant Entity

\_\_\_\_\_  
Date

U.S. DEPARTMENT OF JUSTICE  
OFFICE OF JUSTICE PROGRAMS

**Recovery Act – Assistance to Rural Law Enforcement to Combat Crime and Drugs  
Program**

General Certification as to Requirements for Receipt of Funds  
for Infrastructure Investments

On behalf of the applicant state or unit of local government (including tribal government) named below, I certify the following to the Office of Justice Programs (“OJP”), U.S. Department of Justice:

I have personally read and reviewed the section entitled “Eligibility” in the program announcement for the Recovery Act grant program named above. I also have personally read and reviewed section 1511 of the American Recovery and Reinvestment Act of 2009 (the “Recovery Act”), which requires a specific certification prior to receipt of Recovery Act funds for infrastructure investments.

*Initial the statement that applies:*

\_\_\_\_\_ The applicant identified below **does not intend to use** any portion of any funds received under this Recovery Act grant program for any infrastructure investment. Should this intention change, the applicant will promptly notify OJP, and (except to the extent, if any, that OJP has given prior written approval to expend funds to conduct the review and vetting required by law) will not draw down, obligate, or expend any funds received under this Recovery Act program for any infrastructure investment project until section 1511 of the Recovery Act has been satisfied, and an adequate project-specific certification has been executed, posted, and submitted to OJP.

\_\_\_\_\_ The applicant identified below **does intend to use** some or all of any funds received under this Recovery Act grant program for one or more infrastructure investment projects. Except to the extent, if any, that OJP has given prior written approval to expend funds to conduct the review and vetting required by law, I agree that the applicant entity will execute, post, and submit to OJP, prior to obligating, expending, or drawing down funds for such project, a project-specific certification that satisfies all of the requirements of section 1511 (including execution by the Governor, mayor, or other chief executive, as appropriate) for each such infrastructure investment project.

U.S. DEPARTMENT OF JUSTICE  
OFFICE OF JUSTICE PROGRAMS

General Certification as to Requirements for Receipt of Funds  
for Infrastructure Investments

---

I acknowledge that a false statement in this certification may be subject to criminal prosecution, including under 18 U.S.C. § 1001. I also acknowledge that Office of Justice Program grants, including certifications provided in connection with such grants, are subject to review by the Office of Justice Programs and/or by the Department of Justice's Office of the Inspector General.

I have authority to make this certification on behalf of the applicant (that is, the governmental entity applying directly to the Office of Justice Programs).

---

Signature of Certifying Official

---

Printed Name of Certifying Official

---

Title of Certifying Official

---

Full Name of Applicant Government Entity

---

Date