

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 Along the Northern and Southern United States Borders 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 provided 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 partnerships to ensure this funding invests in the American workforce.

Nearly 100% of the funds provided to DOJ under the Recovery Act were awarded in Fiscal Year (FY) 2009. Under this solicitation, BJA will make FY 2010 Recovery Act awards to provide assistance to rural law enforcement agencies located along the Northern and Southern United States Borders to combat crime and drugs in those areas, using the remaining unallocated Recovery Act funding under this program. A Rural Law Enforcement solicitation was released in FY2009, and BJA made 212 awards, leaving a balance of \$0. However, as these 212 awards underwent budget review by the Office of Justice Programs, approximately \$1 million was recovered as a result of revised budgets and other factors. BJA is now making the remaining funds available to interested and eligible jurisdictions.

Recovery Act—Assistance to Rural Law Enforcement to Combat Crime and Drugs Along the Northern and Southern United States Borders

Eligibility

Those eligible to apply are limited to state and local (including county) and tribal law enforcement agencies located along the Northern or Southern border of the United States (as those terms are defined below) in "rural areas," as that term is defined below. In addition, Northern or Southern border 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); 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 state law enforcement entities from a non-rural state applying to provide assistance to a “rural area” within their state, applicants’ proposed activities must be limited to providing assistance to the qualifying rural area(s) only. Applicants should document the data used to determine eligibility and clearly indicate which rural areas (with boundaries) (e.g., specific counties, etc.) the applicant believes to be eligible that will be served through the project.

For purposes of this solicitation:

1. The “Southern border” of the United States is limited to the Southern geographic land border of the United States, which includes, and is limited to, the following states: California, Arizona, New Mexico, and Texas.

2. The “Northern Border” of the United States is limited to the Northern geographic land border of the United States, which includes, and is limited to, the following states: Washington, Idaho, Montana, North Dakota, Minnesota, Michigan, New York, Vermont, New Hampshire, and Maine.

If an application is from a jurisdiction not located in one of the states listed above and does not meet the definition of a “rural area” or “rural state,” the application will be deemed ineligible for funding.

Deadline

Registration with Grants.gov is required prior to application submission. (See “How to Apply,” page 8.)

All applications are due by 8:00 p.m. eastern time on June 3, 2010. (See “Deadlines: Registration and Application,” page 1.)

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.

Applicants are strongly advised to check

[Hwww.ojp.usdoj.gov/recovery/solicitationrequirements.htm](http://www.ojp.usdoj.gov/recovery/solicitationrequirements.htm)H, [Hwww.ojp.usdoj.gov/recovery](http://www.ojp.usdoj.gov/recovery)H, [Hwww.whitehouse.gov/omb/recovery_default](http://www.whitehouse.gov/omb/recovery_default)H, and [Hwww.Recovery.gov](http://www.Recovery.gov)H 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, recipient reporting requirements and other matters related to applications.

Award recipients will be required to follow any applicable provisions of government-wide guidance that has been or may be issued pursuant to the Recovery Act. DOJ/OJP Guidance already issued is available at [Hwww.ojp.usdoj.gov/recovery/H](http://www.ojp.usdoj.gov/recovery/H). Office of Management and Budget (OMB) guidance is available at [Hwww.whitehouse.gov/omb/recovery_default](http://www.whitehouse.gov/omb/recovery_default)H.

This application must be submitted through Grants.gov.

For technical assistance with submitting the application, contact the Grants.gov Customer Support Hotline at 1-800-518-4726 or via e-mail to support@grants.gov

Note: The Grants.gov Support Hotline hours of operation are 24 hours, 7 days a week, except federal holidays.

For assistance with any other requirement of this solicitation, contact Rebecca Rose, Policy Advisor, at 202-514-0726 or by e-mail Rebecca.Rose@usdoj.gov, or Linda Hammond-Deckard, Policy Advisor, at 202-514-6015 or by e-mail Linda.Hammond-Deckard@usdoj.gov.

BJA encourages stakeholder feedback on its solicitations and award processes. Send feedback on this solicitation to AskBJA@usdoj.gov.

Grants.Gov number assigned to announcement: **BJA-2010-2686**

Release Date: April 14, 2010

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Recovery Act—Assistance to Rural Law Enforcement to Combat Crime and Drugs Along the Northern and Southern United States Borders (CFDA #16.810)

Overview

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 created a Recovery Accountability and Transparency Board and a web site—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) is soliciting applications for initiatives that assist law enforcement in rural states and rural areas along the Northern and Southern U.S. land borders to prevent and combat crime, especially drug-related crime.

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.

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.

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

Deadlines: Registration and Application

Registration is required prior to submission. OJP strongly encourages registering with Grants.gov several weeks before the deadline for application submission. The deadline for applying for funding under this announcement is 8:00 p.m. eastern time on June 3, 2010. Please see the “How to Apply” section, page 8, for more details.

Eligibility

Please refer to the cover page of this solicitation for eligibility under this program.

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**. 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. (Instructions and guidance regarding section 1512 (c) reports can be found on www.FederalReporting.gov, on OJP’s Recovery Act web page www.ojp.gov/recovery/recipientreporting.htm, and OMB’s Recovery Act web page www.whitehouse.gov/omb/recovery_default).

Assistance to Rural Law Enforcement to Combat Crime and Drugs Along the Northern and Southern U.S. Borders —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 Recovery Act provided funding for assistance to law enforcement in rural States and rural areas, to prevent and combat crime, especially drug-related crime. Certain funds are being made available for this component of the program, administered by BJA, to provide specific help to rural states and rural areas along the Northern and Southern borders of the United States, consistent with the purposes authorized by the Recovery Act.

Violence in Mexico and along the Southern border of the United States, largely related to the production, transportation, and distribution of illegal drugs, has steadily increased in recent years and shows no signs of abatement. These incidents of violence usually involve disputes between drug-trafficking organizations fighting to control this illicit drug market. Drug trafficking along the Northern border of the United States is of increasing concern as well. The impact of this criminal activity, associated violence, and increasingly sophisticated weapons and equipment possessed by drug-trafficking organizations has put pressure on law enforcement to respond effectively. This trafficking activity places a particular strain on law enforcement agencies in rural areas due to limited resources and personnel.

The primary purpose of the Recovery Act is to encourage hiring; therefore, use of funds for hiring or retaining personnel is required to meet the specific 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.

Applications are solicited to improve or enhance the administration and operations of the law enforcement function in rural states and rural areas along the Northern or Southern borders of the United States. **Hiring or retaining sworn or civilian law enforcement personnel for the implementation of these efforts are a required 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 along the borders. 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.

Priority considerations: In addition to priority consideration for hiring of personnel, BJA may provide priority consideration for applications that address areas affected by significant violence or increases in crime, particularly those crimes associated with drug trafficking, and projects in close geographic proximity to the southern and northern border.

Amount and Length of Awards

BJA has an estimated \$1 million in remaining Recovery Act funding under this Program. BJA anticipates making no more than four awards under this solicitation. Applications submitted must be for **no less than \$50,000** and for **no more than \$225,000**. The project period for awards is up to 24 months. The project start date should be on or after September 1, 2010.

Budget Information

Applicants must provide a budget that is allowable and reasonable. Allowable costs include, but are not limited to, personnel, overtime, equipment, and fuel. **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. Major construction or renovation is not an allowable use of funds.

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 two-day meetings, with one trip to Washington D.C. and one within their region.

Match Requirement: Match is not required for this program.

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. For the text of section 1605, please refer to the "OJP Recovery

Act Additional Requirements” webpage at 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.

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 Reporting Under Section 1512 (c) of the Recovery Act

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 (which include quarterly financial status reports using Standard Form 425 and semi-annual progress reports). In particular, section 1512(c) of the Recovery Act sets out detailed requirements for quarterly reports that must be submitted within 10 days after the end of each calendar quarter. As of October 2009, the reports required by section 1512 (c) are to be submitted through www.FederalReporting.gov.

Reporting Periods for Section 1512 (c)	Due Dates
October – December	January 10
January – March	April 10
April – June	July 10
July – September	October 10

The information submitted in the section 1512(c) reports will be posted on www.Recovery.gov. 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 recipients may expect that the information posted by OJP will identify recipients 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 may 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.

Instructions and guidance regarding section 1512 (c) reports can be found on www.FederalReporting.gov , http://www.whitehouse.gov/omb/recovery_default/ and on OJP's Recovery Act web page www.ojp.usdoj.gov/recovery/recipientreporting.htm. OJP will post additional guidance on OJP's Recovery Act web page as it becomes 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, retained, or existing 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 number and is registered with the Central Contractor Registration (CCR) database. See "How To Apply" below, for more information on registering in CCR and obtaining 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 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 a 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

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

or hotline fax: (202) 616-9881

Additional information is available from the DOJ OIG website at 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 mismanagement, 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 (GPRA), Public Law 103-62, applicants who receive funding under this solicitation must provide data that measure the results of their work. **Additionally, applicants must discuss in their application their methods for collecting data for performance measures. Please refer to "Selection Criteria" (below), for additional information on applicant responsibilities for collecting and reporting data.** Grantees are required to provide the data requested in the "Data Grantee Provides" column so that OJP can calculate values for the "Performance Measures" column. Performance measures for this solicitation are as follows:

OBJECTIVE	PERFORMANCE MEASURES	DATA THE GRANTEE PROVIDES FOR 3-MONTH REPORTING PERIOD	DESCRIPTION OR METHODOLOGY
Recovery Act: Preserving and creating jobs and promoting economic recovery	Number of jobs created or retained (by type) resulting from Recovery Act funding.	"Reported to www.federalreporting.gov ; see www.ojp.usdoj.gov/recovery/recipientreporting.htm for additional information."	Please see the guidance document entitled: Calculating and Reporting Job Creation and Retention for Recipients of Recovery Act Funding from Office of Justice Programs (OJP), Office on Violence Against Women (OVW), and Office of Community Oriented Policing Services (COPS)
	Percent of essential services maintained without disruption.	How many essential services were prevented from elimination due to Recovery Act funding? How many essential services does your agency provide?	Essential services are defined as services that are necessary to achieving the grantee's mission. They are mission critical.
	Number of collaborative partnerships established to avoid reductions in essential services and duplication.	How many partnerships were formed this quarter that prevented reductions in services or duplication of efforts?	Partnerships are defined as multi-agency, multi-jurisdictional collaborations to prevent and reduce crime through information and intelligence sharing.
To improve or enhance the administration and operations of the law enforcement function in rural areas.	Number of new investigations initiated. Percent of investigations that led to an arrest or a conviction.	Total number of investigations initiated during the reporting period. Total number of investigations initiated during the reporting period that led to an arrest or conviction.	

How to Apply

Applications will be submitted through Grants.gov. Grants.gov is a “one-stop storefront” that provides a unified process for all customers of federal grants to find funding opportunities and apply for funding. Complete instructions on how to register and submit an application can be found at www.grants.gov. If you experience difficulties at any point during this process, please call the Grants.gov Customer Support Hotline at **1-800-518-4726**, 24 hours a day, seven days a week, except federal holidays. Registering with Grants.gov is a one-time process; however, **processing delays may occur and it can take up to several weeks** for first-time registrants to receive confirmation and a user password. The Office of Justice Programs highly recommends that applicants start the registration process as early as possible to prevent delays in submitting an application package by the application deadline specified.

All applicants are required to complete the following.

1. **Acquire a DUNS Number.** A DUNS number is required for Grants.gov registration. The Office of Management and Budget requires that all businesses and nonprofit applicants for Federal funds include a DUNS (Data Universal Numbering System) number in their applications for a new award or renewal of an existing award. A DUNS number is a unique nine-digit sequence recognized as the universal standard for identifying and keeping track of entities receiving federal funds. The identifier is used for tracking purposes and to validate address and point of contact information for federal assistance applicants, recipients, and subrecipients. The DUNS number will be used throughout the grant life cycle. Obtaining a DUNS number is a free, one-time activity. Obtain a DUNS number by calling 1-866-705-5711 or by applying online at www.dunandbradstreet.com. Individuals are exempt from this requirement.
2. **Acquire or Renew Registration with the Central Contractor Registration (CCR) Database.** OJP requires that all applicants (other than individuals) for federal financial assistance maintain current registrations in the Central Contractor Registration (CCR) database. An applicant must be registered in the CCR to successfully register in Grants.gov. 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 CCR registration procedures can be accessed at www.ccr.gov.
3. **Acquire an Authorized Organization Representative (AOR) and a Grants.gov Username and Password.** Complete your AOR profile on Grants.gov and create your username and password. You will need to use your organization’s DUNS Number to complete this step. For more information about the registration process, go to www.grants.gov/applicants/get_registered.jsp.
4. **Acquire Authorization for your AOR from the E-Business Point of Contact (E-Biz POC).** The E-Biz POC at your organization must login to Grants.gov to confirm you as an AOR. Please note that there can be more than one AOR for your organization.
5. **Search for the Funding Opportunity on Grants.gov.** Please use the following identifying information when searching for the funding opportunity on Grants.gov. 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," and the funding opportunity number is BJA-2010-2686.

6. **Submit an Application Consistent with this Solicitation.** Within 24-48 hours after submitting your electronic application, you should receive an email validation message from Grants.gov. The validation message will tell you whether the application has been received and validated or rejected, with an explanation. **Important:** You are urged to submit your application at least 72 hours prior to the due date of the application to allow time to receive the validation message and to correct any problems that may have caused a rejection notification.

Note: Grants.gov will forward the application to OJP's Grants Management System (GMS). 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."

Experiencing Unforeseen Grants.gov Technical Issues

If you experience unforeseen Grants.gov technical issues beyond your control which prevent you from submitting your application by the deadline, you must contact Bureau of Justice Assistance staff within **24 hours after the deadline** and request approval to submit your application. At that time, BJA staff will require you to email the complete grant application, your DUNS number, and provide a Grants.gov Help Desk tracking number(s). After the program office reviews all of the information submitted as well as contacts the Grants.gov Help Desk to validate the technical issues you reported, OJP will contact you to either approve or deny your request to submit a late application. If the technical issues you reported cannot be validated, your application will be rejected as untimely.

To ensure a fair competition for limited discretionary funds, the following conditions are not valid reasons to permit late submissions: (1) failure to begin the registration process in sufficient time; (2) failure to follow Grants.gov instructions on how to register and apply as posted on its website; (3) failure to follow all of the instructions in the OJP solicitation; and (4) technical issues experienced with the applicant's computer or information technology (IT) environment.

Notifications regarding known technical problems with Grants.gov are posted on the OJP funding web page, www.ojp.usdoj.gov/funding/solicitations.htm.

What an Application Must Include

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

Moreover, applicants should anticipate that applications that are not responsive to the scope of the solicitation, do not meet eligibility criteria, do not demonstrate hiring or retaining personnel, or do not include a program abstract, program narrative, budget, and budget narrative will not proceed to peer review and will not receive further consideration.

OJP strongly recommends use of appropriately descriptive file names (e.g., “Program Narrative,” “Budget and Budget Narrative,” “Timelines,” “Memoranda of Understanding,” “Resumes,”) for all attachments. OJP recommends that, if applicable, resumes be included in a single file.

Standard Form 424

Please see www07.grants.gov/assets/SF424Instructions.pdf for instructions on how to complete your SF-424.

Program Abstract (Attachment 1)

Applicants must provide an abstract identifying the applicant’s name, title of the project, and dollar amount requested. The abstract must include goals of the project, a description of the strategies to be used, the number of full or part time personnel either hired or retained, a numerical listing of key/major deliverables, and coordination plans.

Applicants must clearly state the reason(s) why, and demonstrate with supporting data, they are eligible as a “rural area” or “rural state” located along the Northern or Southern border (as defined on pages i–ii of this solicitation), and the proximity of its jurisdiction to the Southern or Northern border measured in miles. Applicants may not use data that was collected prior to the most recent decennial census. Applicants must use a standard 12-point font (Times New Roman is preferred) with not less than 1-inch margins. The abstract must not exceed 1 page.

Program Narrative (Attachment 2)

The program narrative must 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 not less than 1-inch margins, and must not exceed 8 pages. Please number pages “1 of 8,” “2 of 8,” etc.

Applicants should anticipate that if the program narrative fails to comply with these length-related restrictions, such that it provides a significant competitive advantage, the failure to comply may be considered in peer review and in final award decisions.

Budget and Budget Narrative (Attachment 3)

Applicants must provide a budget and budget narrative that is allowable and reasonable in response to Selection Criteria 4. A sample budget worksheet can be found at www.ojp.usdoj.gov/funding/forms/budget_detail.pdf. If you submit a different format, you must include the budget categories as listed in the sample budget worksheet.

Please see the [OJP Financial Guide](#) for questions pertaining to budget including allowable and unallowable costs.

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 (two days each), 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.

Certifications (Attachment 5)

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

Tribal Authorizing Resolution (Attachment 6, if applicable)

If an application is being submitted by either 1) a tribe or tribal organization, or 2) by a third party proposing to provide direct services or assistance to residents on tribal lands, then a current authorizing resolution of the governing body of the tribal entity or other enactment of the tribal council or comparable governing body authorizing the inclusion of the tribe or tribal organization and its residents must be included with the application. In those instances when an organization or consortium of tribes proposes to apply for a grant on behalf of a tribe or multiple tribes, then the application must include a resolution from all tribes which will be included as a part of the services/assistance provided under the grant.

If an applicant is unable to obtain a signed copy of a tribal resolution documenting support for its application, then, at a minimum, the applicant must submit an unsigned, draft tribal resolution as part of its application. If an applicant fails to submit either a signed or an unsigned copy of a tribal resolution as part of its application, then it will be eliminated from funding consideration. If selected for funding, any applicant that has submitted an unsigned tribal resolution must submit the signed copy of the tribal resolution to OJP within 30 days of acceptance of the award. In all such cases, use of and access to funds is contingent on receipt of the signed tribal resolution.

Selection Criteria

1. Statement of the Problem/Program (15 percent of 100)

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

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

- a. 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.
- b. Describe the hiring or retention of staff for the accomplishment of the applicant's stated goals. Applications that demonstrate job creation and sustainability will receive priority consideration. The peer review of applications will take into consideration the extent to which the applicant proposes to hire and retain positions.
- c. Describe how the project will reach the stated goals and objectives of the solicitation described in the "Specific Information" section of this solicitation 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 "program specific information" section of this solicitation. Tie program activities to goals, objectives, and the performance measures applicable to the project. Where applicable, describe how

your program design employs evidence-based practices or is based upon research knowledge and/or data.

- d. Include a comprehensive timeline that identifies milestones, numerically listed deliverables, and who is responsible for each activity (as a separate Attachment 4).

3. Capabilities/Competencies (20 percent of 100)

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

4. Budget (15 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.

5. Impact/Outcomes and Evaluation/Sustainment/Plan for Collecting Data for Performance Measures (20 percent of 100)

- a. 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.
- b. Applicants must include a description of its Plan for Collecting Data for Performance Measures. 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 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.
- c. 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. Include a sustainment plan for proposed personnel to be hired.

Review Process

OJP is committed to ensuring a fair and open process for awarding grants. The Bureau of Justice Assistance reviews the application to make sure that the information presented is reasonable, understandable, measurable, and achievable, as well as consistent with the solicitation.

Peer reviewers will be reviewing the applications submitted under this solicitation that meet basic minimum requirements. BJA may use either internal peer reviewers, external peer reviewers or a combination to review the applications under this solicitation. An external peer

reviewer is an expert in the field of the subject matter of a given solicitation who is NOT a current U.S. Department of Justice employee. An internal reviewer is a current U.S. Department of Justice employee who is well-versed or has expertise in the subject matter of this solicitation. Eligible applications 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 for award recommendations and decisions may include, but are not limited to, underserved populations, geographic diversity, strategic priorities, past performance, and available funding.

The Office of the Chief Financial Officer (OCFO), in consultation with the Bureau of Justice Assistance, conducts a financial review of applications for 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.

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

Additional Requirements

Applicants selected for awards under this Recovery Act solicitation must agree to comply with additional legal requirements upon acceptance of an award. 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

- Civil Rights Compliance
- Faith-Based and Other Community Organizations
- Confidentiality and Human Subjects Protection (if applicable)
- Anti-Lobbying Act
- Financial and Government Audit Requirements, includes Single Audit Act Requirements
- National Environmental Policy Act (NEPA) (if applicable)
- DOJ Information Technology Standards (if applicable)
- Single Point of Contact Review
- Non-Supplanting of State or Local Funds (if applicable)
- 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 Certifications

(Instructions: Scan signed certification(s) and submit image files electronically as part of your application package.)

U.S. DEPARTMENT OF JUSTICE
OFFICE OF JUSTICE PROGRAMS BUREAU OF JUSTICE ASSISTANCE

**Recovery Act - Assistance to Rural Law Enforcement to Combat Crime and Drugs
Along the Northern and Southern United States Borders
Grants Program FY 2010**

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 Programs 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 BUREAU OF JUSTICE ASSISTANCE

**Recovery Act - Assistance to Rural Law Enforcement to Combat Crime and Drugs
Along the Northern and Southern United States Borders
Grants Program FY 2010**

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.

Page 2 of 2

U.S. DEPARTMENT OF JUSTICE
OFFICE OF JUSTICE PROGRAMS BUREAU OF JUSTICE ASSISTANCE

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

Application Checklist
Recovery Act—Assistance to Rural Law Enforcement to Combat Crime and Drugs
Along the Northern and Southern United States Borders

The application checklist has been created to aid you in developing your application.

Eligibility Requirements:

Applicant is a “rural area” or “rural state” located along the Northern or Southern border (as defined on pages i-ii of this solicitation)

OR

Applicant is a state law enforcement agency from a non-rural state located along the Northern or Southern border that provides assistance to one or more “rural areas”

The Federal Amount Requested is within the Allowable Limit(s) (no less than \$50,000 and no more than \$225,000)

Project proposes to hire or retain personnel

The Application Components:

Abstract

Application abstract clearly demonstrates how the applicant meets the eligibility criteria

Program narrative that includes the following:

Statement of the Problem/Program

Project Design and Implementation

Capabilities/Competencies

Impact/Outcomes and Evaluation/Plan for Collecting Data for Performance Measures

Budget Narrative

Budget Detail Worksheet

Project Timeline

Position Descriptions

Abstract Format:

12-point standard font

Not less than 1” margins

Does not exceed 1 page

Program Narrative:

Double-spaced

12-point standard font

Not less than 1” margins

Narrative is 8 pages or less

Other:

Standard 424 Form

DUNS Number

Central Contractor Registration (CCR)

Certifications