

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



BJA FY 22 Improving Substance Use Disorder Treatment and Recovery Outcomes for Adults in Reentry

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Application JustGrants Deadline: June 01, 2022 8:59 PM

Overview

The [U.S. Department of Justice](#) (DOJ), [Office of Justice Programs](#) (OJP), [Bureau of Justice Assistance](#) (BJA) seeks applications for funding to establish, expand, and improve treatment and recovery support services for people with substance use disorders during their incarceration and upon reentry into the community. This program furthers the DOJ's mission by seeking to reduce crime and recidivism and promote long-term recovery among people leaving incarceration.

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

Solicitation Categories

Competition ID	Category *	Number of Awards	Dollar Amount for Award	Performance Start Date	Performance Duration (Months)
C-BJA-2022-00040-PROD	Units of state, local, and tribal government	4	\$900,000.00	10/1/22 12:00 AM	36
C-BJA-2022-00041-PROD	Nonprofit organizations	4	\$900,000.00	10/1/22 12:00 AM	36

Eligible Applicants:

City or township governments, County governments, Native American tribal governments (Federally recognized),

Native American tribal organizations (other than Federally recognized tribal governments), Nonprofits having a 501(c)(3) status with the IRS, other than institutions of higher education, Public and State controlled institutions of higher education, Special district governments, State governments

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

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

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

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

Contact Information

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

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

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

Submission Information

Applications will be submitted to DOJ in two steps:

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

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

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Program Description

Overview

OJP is committed to advancing work that promotes civil rights and racial equity, increases access to justice, supports crime victims and individuals impacted by the justice system, strengthens community safety and protects the public from crime and evolving threats, and builds trust between law enforcement and the community. This program enhances corrections systems and community-based service providers' ability to address the substance use disorder (SUD) treatment and recovery support needs of people, including parents of minor children and pregnant/postpartum women, during incarceration and reentry in an effort to reduce recidivism and promote long-term recovery. In an effort to address the continuing opioid and overdose crises and increase the provision of evidence-based SUD treatment, including medication-assisted treatment (MAT) — which is the use of medications, in combination with counseling and behavioral therapies — in confinement and reentry, BJA will prioritize applications that support the implementation or expansion of MAT.

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

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

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

Statutory Authority

Second Chance Act Family-based Substance Abuse Treatment Program (34 U.S.C. 10591) and Offender Reentry Substance Abuse and Criminal Justice Collaboration Program (34 U.S.C. 60521). Any awards under this solicitation would be made under the Department of Justice Appropriations Act, 2022 (Pub. L. No. 117-103).

Specific Information

BJA is seeking applications to implement or expand systems approaches that improve outcomes for adults with substance use disorders who are reentering communities following a period of incarceration. The expectation is that corrections systems will develop or refine a trauma-informed standardized screening process for all individuals detained or incarcerated to identify individuals with SUDs, along with co-occurring mental health disorders, and address underlying trauma. Corrections systems will also conduct assessments of those that screen positive for SUDs and apply the results, along with the results of criminogenic risk and needs and other assessments, to comprehensive case management that places individuals on a path to treatment and recovery.

The expectation is that noncorrectional applicants will work collaboratively with correctional agencies to support the delivery of pre- and post-release services through case management and the provision of evidence-based substance use disorder treatment and recovery support services.

Participants are expected to be screened, assessed, and identified for substance use disorder treatment and recovery programming prerelease. During the post-release phase of the reentry program, participants will receive case management services and be connected to evidence-based substance use disorder treatment and recovery support services designed to assist in the transition from prison or jail to the community. Where feasible, case management services and evidence-based programming, including use of MAT, should begin during the prerelease phase.

All grantees are supported by training and technical assistance (TTA) providers with expertise in evidence-based programming for populations in the criminal justice system with SUDs. Grantees will also have access to resources and TTA opportunities available through the National Reentry Resource Center ([NRRC](#)). TTA providers will provide individualized coaching to grantees to support them in planning, implementing, evaluating, and sustaining grants.

Goals, Objectives, Deliverables, and Timeline

Goals

- Enhance corrections systems and community-based service providers' ability to address the substance use disorder treatment and recovery support service needs of people, including parents with minor children and pregnant/postpartum women, who are incarcerated and upon reentry in order to reduce recidivism, promote long-term recovery, and, in the process, improve public safety and public health.

Objectives

- Improve the provision of evidence-based substance use disorder treatment and recovery services to individuals in prisons and jails and through the reentry process, including the provision of MAT.
- Provide prison-based family substance use disorder treatment programs to incarcerated parents of minor children or pregnant/postpartum women.
- Reduce the use of alcohol and other drugs by people with long-term substance use disorders during the period of incarceration and through the completion of parole or court supervision.

Deliverables

- An action plan to be developed with input from BJA and the assigned TTA provider and submitted within 6 months of receiving final budget approval.
- A final performance closeout report at the end of the project period.

Statutorily Allowable Uses of Grant Funds:

- Continue and improve substance use disorder treatment programs, including MAT, in prisons or jails.
- Continue and improve substance use disorder treatment programs, including MAT, in prisons or jails.
- Develop, implement, or expand prison-based family substance use treatment programs for incarcerated parents of minor children or pregnant women.
- Develop, implement, and expand programs for supervised people who have long-term substance use disorders that include alcohol and drug use assessments, and individualized coordinated and continuous delivery of substance use disorder treatment and case management services.
- Coordination between appropriate corrections agencies and service providers to ensure continuation of care after release.
- Strengthen rehabilitation efforts by providing addiction recovery support services.
- Provide for salaries, personnel costs, facility costs, and other costs directly related to the operation of the program.

Mandatory Project Components:

- Standardized processes using validated tools to screen all individuals entering a correctional facility for SUDs and assess those that screen positive for SUDs to inform treatment and recovery case management.
- Provide evidence-based pre- and post-release substance use and cognitive behavioral interventions to address criminogenic risk factors.
- Collect and use data to determine the effectiveness of the BJA-funded substance use disorder treatment program.

Applicants for Prison-based Programs:

- The program shall integrate techniques to assess the strengths and needs of the incarcerated parents' immediate and extended family to support a treatment plan for the incarcerated parent.
- The program shall ensure that each participant in the program has access to consistent and uninterrupted care if transferred to a different correctional facility within the state or other relevant entity.
- The program shall be located in an area separate from the general population of the prison.

Correctional Partner Memorandum of Agreement

For noncorrectional applicants, including nonprofit organizations, include as an attachment a memorandum of agreement or understanding (MOA or MOU) that clearly demonstrates an established collaborative relationship between the applicant and the correctional agencies that (1) oversee the specific facility or facilities from which the applicant proposes to recruit the target reentering population and (2) oversee community corrections (probation and/or parole) for the target population. The MOA/MOU must include the following information:

- The roles and responsibilities of staff from both agencies involved in the program.
- Terms of access to the correctional facility or facilities for program staff. (If applicants are unable to conduct in-reach into correctional facilities, the application should explain the reason(s) why such access is not practicable and identify alternative strategies that will be implemented in lieu of in-person access.)
- Information on prerelease programming and interventions provided by the correctional agency to each participant.
- The data elements and performance measures that the partnering agencies will provide — or assist grantees in obtaining — for the purpose of measuring the impact of grant activities.

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

Evidence-Based Programs or Practices

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

Information Regarding Potential Evaluation of Programs and Activities

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

OJP Priority Areas

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

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

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

In support of Executive Order 13985, OJP will:

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

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

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

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

2. BJA will give priority to applicants that will implement or expand access to MAT.

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

Federal Award Information

Solicitation Categories

Competition ID	Category *	Number of Awards	Dollar Amount for Award	Performance Start Date	Performance Duration (Months)
C-BJA-2022-00040-PROD	Units of state, local, and tribal government	4	\$900,000.00	10/1/22 12:00 AM	36
C-BJA-2022-00041-PROD	Nonprofit organizations	4	\$900,000.00	10/1/22 12:00 AM	36

Awards, Amounts and Durations

Anticipated Number of Awards

8

Anticipated Maximum Dollar Amount of Awards

\$900,000.00

Period of Performance Start Date

10/1/22 12:00 AM

Period of Performance Duration (Months)

36

Anticipated Total Amount to be Awarded Under Solicitation

\$7,200,000.00

Continuation Funding Intent

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

Availability of Funds

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

Types of Awards

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

Financial Management and System of Internal Controls

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

Budget Information

All grantees will access up to \$100,000 until an action plan is approved by BJA during the first 6 months of the grant period after the final budget is approved.

Cost Sharing or Matching Requirement

This solicitation does not require a match.

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

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

Limitation on Use of Award Funds for Employee Compensation: Waiver

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

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

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

Costs Associated with Language Assistance (if applicable)

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

Unmanned Aircraft Systems

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

Eligibility Information

For eligibility information, see the cover page.

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

Application and Submission Information

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

- Proposal Abstract
- Proposal Narrative
- Budget Worksheet and Budget Narrative (web-based form) (The web-based form includes the budget details and the budget narrative.)

There are three additional required attachments: (1) Correctional Partner Memorandum of Agreement (for noncorrectional applicants **only**), (2) Mandatory Treatment Service Provider Certification (for **all** applicants, see Appendix A), and (3) Mandatory Chief Executive Assurance to Collect and Report on Recidivism Indicator Data (for **all** applicants, see Appendix B).

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

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

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

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

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

Standard Applicant Information (JustGrants 424 and General Agency Information)

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

Proposal Abstract

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

- Legal name of the grant recipient and title of the project.
- Jurisdiction or geographic location, including tribal, in which services will be provided.
- The name of the jail or prison in which services will be provided and/or from which program participants will be reentering.
- The characteristics of the target population and the projected number of participants to be served through the project.
- The baseline recidivism rate and method used to calculate the rate.
- Name of the validated substance use screening and assessment tool(s) used either by the program or by the partner correctional agency/ies.
- Description of both the pre- and post-release substance use disorder treatment and recovery support services to be provided.
- Description of training and other supports provided to staff.
- Confirmation that an MOA has been obtained from the correctional agency/ies if the applicant is not a correctional agency.
- If applicable, describe how the new grant would align with and complement previous or current Second Chance Act funding received by the recipient or its partner agencies to address the needs of individuals with substance use disorders who are reentering the community from incarceration.

Proposal abstracts should be:

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

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

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

Proposal Narrative

The proposal narrative should be submitted as an attachment in JustGrants. The attached document should be double-spaced, using a standard 12-point font; have no less than 1-inch margins; and should not exceed 20 pages. Pages should be numbered and submitted as an attachment. If the proposal narrative fails to comply with

these length restrictions, BJA may consider such noncompliance in peer review and in final award decision.

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

1. Description of the Issue

- Describe the current process, including timing, specific validated tools used, and staff responsible for screening and assessing individuals for substance use disorders.
- If data are available, discuss what percentage of people who are assessed are identified as needing substance use disorder treatment and what proportion currently receive treatment.
- Describe the current availability of substance use disorder treatment and recovery support services in the facility, who is prioritized for these services, and the correctional facility's current ability to meet the needs of the incarcerated population who have SUDs. Include a description of the facility's current ability to provide MAT to people assessed with alcohol and opioid use disorder, including the types of FDA approved medications available.
- Describe the current ability to identify and engage parents with minor children and/or pregnant/postpartum women for targeted services.
- Describe the current practice for connecting people leaving incarceration who have been assessed and/or have received substance use disorder treatment in the facility to treatment providers in the community.
- Describe the gap in the jurisdiction's ability to identify and/or treat individuals with SUDs while incarcerated, and/or to continue treatment upon reentry into the community, and how the proposed program would address the identified gap(s).

Note: The target population can include people with substance use disorders and co-occurring substance use and mental health disorders. If the proposed target population includes people with co-occurring disorders, incorporate this population into the problem statement (i.e., screening and assessment processes specific to mental health disorders, size of the population, existing treatment, and gaps the proposed program will address).

1. Program Design

- Describe the strategy to address the Description of the Issue and details on the target population to receive services, including the number of people to receive services, which diagnoses will be addressed, and any demographic distinctions. Describe where and by whom treatment and recovery support services will be provided, including if services will be provided by facility or partner agency staff or by contracted service providers.
- Identify how potential participants will be identified and recruited and services matched to their identified needs.
- Describe the validated assessment tool or tools used by the correctional agency, the community corrections agency, and/or the applicant to determine severity of the SUD and risk level, and identify the criminogenic needs of the individuals referred to the program. Specify when assessment and re-assessment will take place and by which agencies.
- Describe the process for developing comprehensive case plans based on assessment results and the agencies participating in the development of these plans.
- For those proposing to implement a prison-based substance use treatment program, discuss the physical plant and ability to separate those who will receive residential substance use disorder treatment in a therapeutic community, as well as the engagement of family in substance use programming with parents of minor children and pregnant/postpartum women.
- Describe how the proposed services are evidence-based for the proposed target population.
- Describe how individualized case plans will transition with the individual upon release from incarceration into the community, including how that transition is made and how treatment and social service providers and corrections operational and security staff will share relevant information to ensure continuity of care without gaps.
- If applicable, describe the partnership with an evaluator, and if random assignment or another type of comparison group will be used.
- Also, define the baseline recidivism rate for the target population and how it was calculated.

Note: If the target population includes people with substance use disorders and co-occurring substance use and mental health disorders, reflect both populations in the project design.

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

1. Capabilities and Competencies

- Describe the organizational structure and capabilities and competencies of the applicant and key partners. Include a description of the management structure and staffing of the project, identifying the agency responsible for the program and the grant coordinator.
- Describe the competencies of the individuals who will provide substance use treatment and recovery support services, including their certifications and licensure.
- If the applicant is not a correctional entity, discuss the history of collaboration with correctional agency partners.

Note: The extent to which the applicant is able to demonstrate a collaborative partnership with institutional and/or community corrections agencies, access to participants within facilities prior to release, and partnerships with institutional and/or community corrections agencies to share data for performance measurement purposes will be key factors in assessing the strength of the application.

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

1. Plan for Collecting the Data

- Describe the plan to collect and report on required performance metrics and track program outcomes for at least 12 months following the release of the participants from incarceration. The plan should include specific information on how and by whom information on participants and any comparison group will be tracked and shared.
- Identify which outcomes will be tracked, how frequently, and by whom, as well as how program implementation will be documented, monitored, and evaluated. Include the applicant's approach for capturing unique identifiers of all participants and how, by whom, and the type of recidivism data that will be tracked and reported for program participants at the end of the project period.
- Describe how the program will be sustained after federal funding ends.

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

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

A list of performance measure questions for this program can be found [here](#).

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

Note on Project Evaluations

An applicant that proposes to use award funds through this solicitation to conduct project evaluations must follow

the guidance under the “Note on Project Evaluations” section in the [OJP Grant Application Resource Guide](#).

Goals, Objectives, Deliverables, and Timeline

Applicants will submit the program's goals, objectives, and deliverables in the JustGrants web-based form.

Budget and Associated Documentation

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

Budget Worksheet and Budget Narrative (Web-based Form)

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

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

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

Indirect Cost Rate Agreement (if applicable)

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

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

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

Disclosure of Process Related to Executive Compensation

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

Memoranda of Understanding (MOUs) and Other Supportive Documents

For noncorrectional applicants, attach a Memorandum of Agreement or Understanding (MOA or MOU) with correctional partners.

Additional Application Components

Applicants will attach the additional requested documentation in JustGrants.

Curriculum Vitae or Resumes

Include position descriptions for key positions and résumés for personnel in those positions, including research partner position(s), if applicable. Position descriptions should relate to the role in the proposed program, not the person's role within the applicant organization, and describe critical competencies and expectations regarding program responsibilities.

Tribal Authorizing Resolution

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

Timeline Form

Include a timeline/program plan with each objective, activity, expected completion date, and responsible person or

organization.

Letters of Support

Include letters of support from key partners (other than correctional agency partners for which MOAs/MOUs are required) detailing the commitment to work with the applicant to promote the mission of the program.

Research and Evaluation Independence and Integrity Statement

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

Mandatory Chief Executive Assurance to Collect and Report Recidivism Indicator Data

See Appendix B.

Mandatory Certifications

This program provides for treatment and reentry services for people with substance use disorders returning to the community from incarceration. The Second Chance Reauthorization Act requires that applicants **certify** that any treatment program proposed in their applications (1) is clinically appropriate for proposed recipients; (2) shall appropriately coordinate and consult with the single state authority for substance abuse; (3) will be comprehensive; and (4) is approved by the state (via licensure or other means) and is licensed, if necessary, to provide medical and other health services. See Appendix A: Mandatory Certification Requirement Form for more information.

Disclosures and Assurances

The applicant will address the following disclosures and assurances.

Disclosure of Lobbying Activities

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

DOJ Certified Standard Assurances

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

Applicant Disclosure of Duplication in Cost Items

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

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

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

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

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

How to Apply

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

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

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

Submission Dates and Time

The SF-424 and the SF-LLL must be submitted in Grants.gov by May 27, 2022, 8:59 pm ET.

The full application will be submitted in JustGrants on June 1, 2022, 8:59 pm ET.

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

Experiencing Unforeseen Technical Issues

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

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

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

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

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

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

Application Review Information

Review Criteria

a. Merit Review Criteria

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

1. Description of the Issue (10 percent) — Evaluate the applicant's understanding of the program/issue to be addressed.
2. Project Design and Implementation (40 percent) — Evaluate the adequacy of the proposal, including the goals, objectives, timelines, milestones, and deliverables.
3. Capabilities and Competencies (25 percent) — Evaluate the administrative and technical capacity of the applicant to successfully accomplish the goals and objectives.
4. Plan for Collecting the Data Required for this Solicitation's Performance Measures (15 percent) — Evaluate the applicant's understanding of the performance data reporting requirements and the plan for collecting the required data.
5. Budget (10 percent) — Evaluate for completeness, cost effectiveness, and allowability (e.g., reasonable, allocable, and necessary for project activities).

b. Other Review Criteria/Factors

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

Review Process

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

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

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

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

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

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

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

Federal Award Administration Information

Federal Award Notices

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

Administrative, National Policy, and Other Legal Requirements

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

Information Technology (IT) Security Clauses

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

General Information about Post-Federal Award Reporting Requirements

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

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

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

Federal Awarding Agency Contact(s)

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

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

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

Other Information

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

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

Provide Feedback to OJP

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

Performance Measures

OJP will require each successful applicant to submit regular performance data that show the completed work’s results. The performance data directly relate to the goals, objectives, and deliverables identified in the “Goals, Objectives, and Deliverables” discussion. Applicants can visit OJP’s performance measurement page at www.ojp.gov/performance for an overview of performance measurement activities at OJP.

A list of performance measure questions for this program can be found [here](#).

BJA will require award recipients to submit performance measure data and performance reports in JustGrants. BJA will

provide further guidance on the post-award submission process, if selected for award.

Application Checklist

Improving Substance Use Disorder Treatment and Recovery Outcomes for Adults in Reentry

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

What an Applicant Must Do:

Prior to registering in Grants.gov:

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

To register in Grants.gov:

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

To find the funding opportunity:

- Search for the funding opportunity in Grants.gov using the opportunity number, Assistance Listing or keyword(s)
- Select the correct Competition ID
- Access the funding opportunity and application package (see Step 7 in the [OJP Grant Application Resource Guide](#))
- Sign up for Grants.gov email [notifications](#) (optional) (see [OJP Grant Application Resource Guide](#))
- Read [Important Notice: Applying for Grants in Grants.gov](#)
- Read OJP policy and guidance on conference approval, planning, and reporting available at [ojp.gov/financialguide/DOJ/PostawardRequirements/chapter3.10a.htm](#) (see [OJP Grant Application Resource Guide](#))

Overview of Post-Award Legal Requirements:

- Review the "[Overview of Legal Requirements Generally Applicable to OJP Grants and Cooperative Agreements - FY 2022 Awards](#)" in the [OJP Funding Resource Center](#).

Review Scope Requirement:

- The federal amount requested is within the allowable limit(s) of \$900,000.

Review Eligibility Requirement:

- City or township governments
- County governments
- Native American tribal governments (federally recognized)
- Native American tribal organizations (other than federally recognized tribal governments)
- Nonprofits having a 501(c)(3) status with the IRS, other than institutions of higher education
- Special district governments
- State governments

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

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

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

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

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

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

*Receive email notification to complete application in JustGrants*

- Proceed to complete application in JustGrants

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

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

- Proposal Abstract
- Proposal Narrative
- Budget Worksheet and Budget Narrative (web-based form)
- There are three additional required attachments: (1) Correctional Partner Memorandum of Agreement (for noncorrectional applicants **only**), (2) Mandatory Treatment Service Provider Certification (for **all** applicants — see Appendix A), and (3) Mandatory Chief Executive Assurance to Collect and Report on Recidivism Indicator Data (for **all** applicants — see Appendix B).

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Budget and Associated Documentation:

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

Additional Application Components:

- Tribal Authorizing Resolution (if applicable) (see [OJP Grant Application Resource Guide](#))
- Research and Evaluation Independence and Integrity (see [OJP Grant Application Resource Guide](#))
- Request and Justification for Employee Compensation; Waiver (if applicable) (see [OJP Grant Application Resource Guide](#))

- Information to Complete the Application for Federal Assistance (SF-424) in Grants.gov
- Standard Applicant Information (SF-424 information from Grants.gov)
- Letters of Support
- MOU/MOA (noncorrectional applicants only)
- Timeline/Program Plan
- Position Descriptions/Résumés
- Mandatory Chief Executive Assurance to Collect and Report Recidivism Indicator Data
- Mandatory Certification

Disclosures and Assurances:

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

Submit application in JustGrants:

- Application has been successfully submitted in JustGrants

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

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

Appendix A: Mandatory Treatment Service Provider Certification

As the authorized representative of [*insert name of applicant organization*], I assure the Bureau of Justice Assistance (BJA) the following:

Mandatory Certification Requirement: Service Provider Licensing/Accreditation/Certification

Documentation: All collaborating service provider organizations listed in this application meet applicable licensing, accreditation, and certification requirements.

As the authorized representative, I also understand that the following information is required to receive funding, and these materials have been included with the application materials

- Letter of commitment that specifies the nature of the participation and what service(s) will be provided from every service provider organization listed in the application that has agreed to participate in the project.
- Documentation that all service provider organizations collaborating in the project have been providing relevant services for a minimum of 2 years prior to the date of the application in the area(s) in which services are to be provided. Official documents definitively establish that the organization has provided relevant services for the last 2 years.
- Documentation that all collaborating service provider organizations are in compliance with all local (city, county), state, and tribal requirements for licensing, accreditation, and certification, or official documentation from the appropriate agency of the applicable state, tribal, county, or other governmental unit that licensing, accreditation, and certification requirements do not exist.

Note: Official documentation is a copy of each service provider organization’s license, accreditation, and certification. Documentation of accreditation will not be accepted in lieu of an organization’s license.

A statement by, or letter from, the applicant organization or from a provider organization attesting to compliance with licensing, accreditation, and certification, or that no licensing, accreditation, certification requirements exist, does not constitute adequate documentation.

Signature of Authorized Representative

Date

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

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

Signature

Title

Date