

BUREAU OF JUSTICE ASSISTANCE

The Project Safe Neighborhoods FY 2022 Grant Announcement

June 28, 2022

The webinar will begin shortly



BJA

Bureau of Justice Assistance
U.S. Department of Justice

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The Project Safe Neighborhoods FY 2022 Grant Announcement

Presenters:

Kate McNamee, Senior Policy Advisor, BJA

Stephen Fender, Senior Policy Advisor, BJA

Brandy Donini-Melanson, Program Manager, EOUSA

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Overview

- FY 2022 Bureau of Justice Assistance (BJA)
Project Safe Neighborhoods Formula Grant Program
- PSN Purpose, Goals, and Objectives
- Eligibility
- Funding Allocation
- Application Submission Process
- Resources
- EOUSA Information
- Questions

The Purpose of PSN

Project Safe Neighborhoods (PSN) is designed to create and foster safer neighborhoods through a sustained reduction in violent crime.

The program's effectiveness depends upon the ongoing coordination, cooperation, and partnerships of local, state, tribal, and federal law enforcement agencies working together with the communities they serve—engaged in a unified approach led by the U.S. Attorney (USA) in all 94 districts.

Goals

- Coordination among federal, state, local, and tribal law enforcement officials for reducing violent crime while cooperatively engaging the communities they serve.
- Violence prevention and reduction strategies that are tailored to the unique needs of each federal judicial district.
- Effectively use intelligence and data to identify high crime areas and those individuals most likely to experience or perpetrate violent crime.

PSN's Four Design Features

- Community Engagement
- Prevention and Intervention
- Focused and Strategic Enforcement
- Accountability

Objectives

- Implement one or more effective strategies to prevent, respond to, and reduce violent crime.
- Support the specific activities and resource requirements of the PSN team with the goal of implementing the district's PSN strategy in collaboration with all relevant partners and stakeholders.

Who May Apply

Eligible applicants:

- PSN team fiscal agents for the federal judicial districts. All fiscal agents must be certified by the relevant district United States Attorney's Office (USAO). Eligible USAO-certified fiscal agents include states, units of local government, educational institutions, faith-based and other community organizations, private nonprofit organizations, and federally recognized Indian tribal governments (as determined by the Secretary of the Interior).
- BJA recommends that districts consider using the State Administering Agency (SAA) for DOJ funding because SAAs may better leverage state resources to assist in the implementation of the district's PSN initiative. For a list of SAAs, visit <https://ojp.gov/saa>.

NOTE: If an applicant is a fiscal agent or other entity that has not received the required certification by its local USAO, its application will not be considered for funding. All recipients and subrecipients (including any for-profit organization) must forgo any profit or management fee.

Funding Allocation

- BJA expects to make 93 awards based on the formula previously described in this solicitation. BJA expects to make awards for project periods of up to 36 months, beginning on October 1, 2022. Each federal judicial district is eligible to apply for a funding allocation, based on its violent crime rate and population.
- **PSN team-fiscal agents should submit their application budget based on the funding amounts allocated by the Department, which can be found on the BJA PSN webpage.**
- Certified fiscal agents may use up to 10% of the district allocation in order to fund award administration.
- Authorizing legislation includes a requirement that 30% of PSN funding be used to support “gang task forces in regions experiencing a significant or increased presence of criminal or transnational organizations engaging in high levels of violent crime, firearms offenses, human trafficking, and drug trafficking.”
 - *See the BJA PSN webpage for “Frequently Asked Questions Related to Required 30% Gang Set Aside Funding.”*

Deliverables

- Periodic reports to BJA as required by the terms of the grant that includes the accomplishments of the grant funded activity.
- If the grant supports the activities of a research partner, a final analysis report of the program's implementation and outcomes for PSN grant projects must be submitted to BJA at the conclusion of the project.

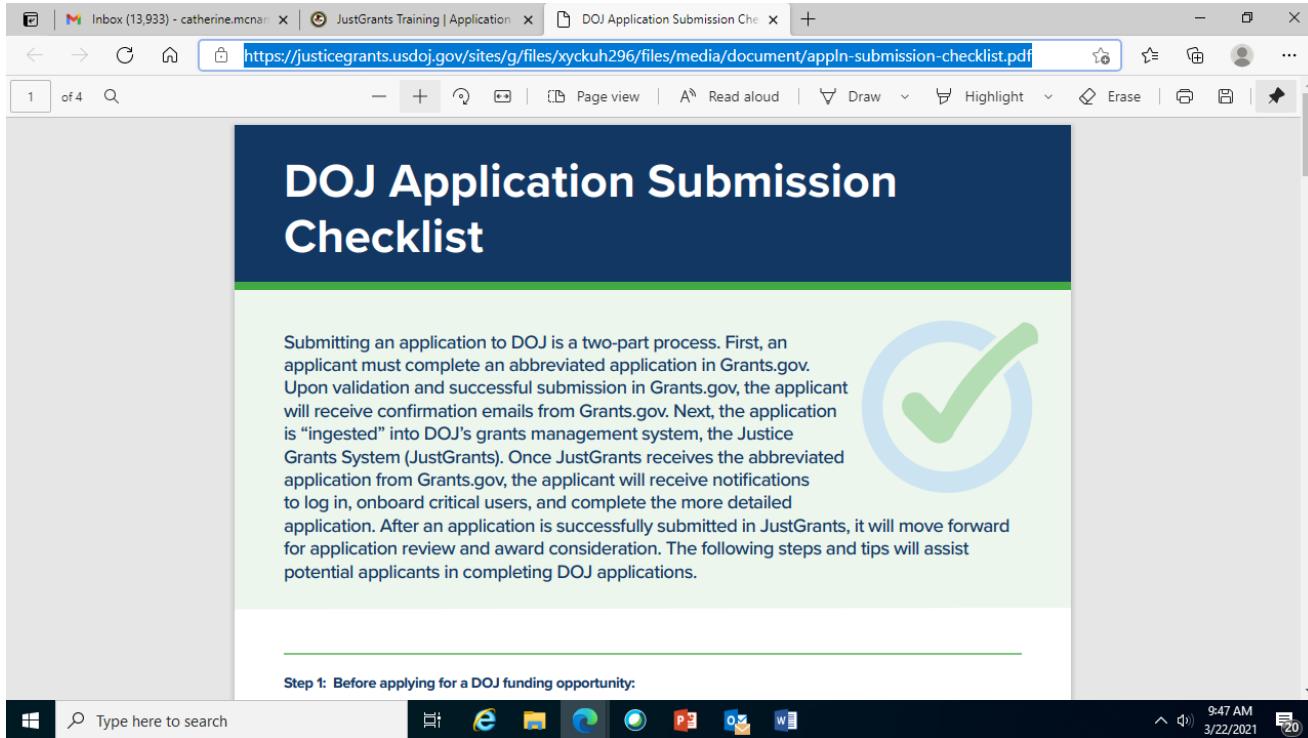
Two Step Application Process

Applications will be submitted in a new two-step process, each with its own deadline:

- Step 1: Applicants submit an SF-424 and an SF-LLL at Grants.gov
- Step 2: Applicants submit the full application, including attachments, at JusticeGrants.usdoj.gov

**Read the solicitation document carefully for further guidance.*

Application Checklist



The screenshot shows a Microsoft Edge browser window with four tabs open. The active tab is titled "DOJ Application Submission Che" and displays the URL <https://justicegrants.usdoj.gov/sites/g/files/xyckuh296/files/media/document/appln-submission-checklist.pdf>. The page content is a PDF titled "DOJ Application Submission Checklist". The text on the page describes the two-part application process: first, an applicant completes an abbreviated application in Grants.gov, which is then "ingested" into the Justice Grants System (JustGrants). The JustGrants system sends notifications to the applicant to log in, onboard critical users, and complete the more detailed application. A large green checkmark icon is displayed on the right side of the text block. Below the main text, there is a section titled "Step 1: Before applying for a DOJ funding opportunity:".

DOJ Application Submission Checklist

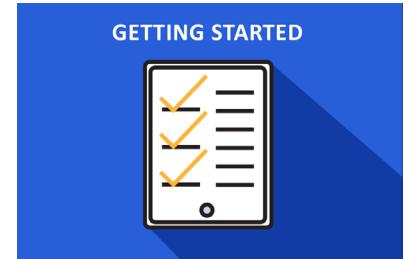
Submitting an application to DOJ is a two-part process. First, an applicant must complete an abbreviated application in Grants.gov. Upon validation and successful submission in Grants.gov, the applicant will receive confirmation emails from Grants.gov. Next, the application is “ingested” into DOJ’s grants management system, the Justice Grants System (JustGrants). Once JustGrants receives the abbreviated application from Grants.gov, the applicant will receive notifications to log in, onboard critical users, and complete the more detailed application. After an application is successfully submitted in JustGrants, it will move forward for application review and award consideration. The following steps and tips will assist potential applicants in completing DOJ applications.

Step 1: Before applying for a DOJ funding opportunity:

**Project Safe Neighborhood Solicitation
was released on
May 18, 2022**

**Grants.gov submission date: July 14, 2022
JustGrants submission date: July 19, 2022**

Application Submission



- ✓ Identify the forms needed to submit an application
- ✓ Complete a web-based budget form
- ✓ Complete an application, including certifying the information
- ✓ Submit the application

JustGrants Support



<https://justicegrants.usdoj.gov>

Abstract

Applications should include a high-quality project abstract that summarizes the proposed project in 400 words or fewer. Project abstracts should be:

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

Please ensure the abstract includes information on:

- The proposed project period
- The applicant jurisdiction’s crime rate and crime drivers
- Summary of PSN grant strategy
- Key partners
- Geographic focus of the grant funded activities
- Name of research partner, if applicable

The Program Narrative must respond to the solicitation (see Application and Submission Information)

Description of the Issue	<p>What type of violent crime issue(s)/challenge(s)/driver(s) will your grant strategy address?</p> <p>What PSN design feature(s) will your grant strategy focus on?</p> <p>Which geographical area(s) will be the focus of your PSN grant strategy, and what is driving violence in this area(s)?</p> <p>What type of data did you use to analyze the violent crime issue in your district?</p> <p>Which agencies/types of agencies assisted in the violent crime assessment?</p> <p>How has the input of the community and stakeholder organizations been incorporated into the grant strategy?</p> <p>How will grant funding be useful in addressing the specific violent crime issue(s)?</p> <p>What community resources (community-based organizations, state and local social service providers, public health resources, etc.) are available to assist in the grant strategy's implementation and impact?</p>
Project Design and Implementation	<p>What will grant funding be used for and how will it be used to implement the relevant PSN design feature(s)?</p> <p>What are the specific goals and objectives, and what are the plans to meet the goals and objectives?</p> <p>Which agencies (and representatives, if necessary) will participate in the grant strategy's implementation, and what will be their roles?</p> <p>What specific agencies or organizations will receive subawards to support the PSN grant strategy?</p> <p>What will the award amount be for each subaward (if known), and how will each subawardee use funds to support the grant strategy's goals and objectives? What type of data will the fiscal agent and PSN Team utilize to monitor implementation progress and measure outcomes, and how often will data be analyzed?</p>
Gang Task Force Set Aside	<p>State whether violence in your geographical area(s) is being driven by criminal or transnational organizations. . If violence is being driven by criminal or transnational organization(s), please describe how 30 percent of the grant funding will support a gang task force(s).</p> <p>If the violent crime issue(s) is not driven by criminal or transnational organizations, please describe how 30 percent of the grant funding will support the law enforcement objectives within the confines of the 30 percent gang set-aside requirement as defined by this solicitation</p>

Performance Metrics

- The program narrative should include information related to the applicant's plan for collecting the data required for PSN's Performance Measures.
- Describe the process for measuring project performance. Identify who will collect the data, who is responsible for performance measurements, and how the information will be used to guide and evaluate the impact of the project. Describe the process to accurately report data.

Budget Information

Applicants will submit:

- The JustGrants web-based budget form
- Their indirect cost rate agreement by uploading the agreement as an attachment in JustGrants
- The Financial Management and System of Internal Controls Questionnaire (including applicant disclosure of high-risk status)
- Disclosure of Process Related to Executive Compensation
- Training: [Training: Application Submission | JUSTICEGRANTS \(usdoj.gov\)](#)

Project Safe Neighborhoods Unallowable Costs

Costs that cannot be approved include:

- Prizes, rewards, entertainment, trinkets (or any type of monetary incentive)
- Client stipends
- Gift Cards
- Food and beverage

Subaward Review

All subawards require BJA approval post award. When subawards for the Districts are ready for review and approval by BJA, there are a few best practices to consider:

Two Documents are Required

Budget

- No administrative costs for subawards (generally)
- Indirect costs
- Federally approved IDC vs. De-minimus
- Total direct costs vs. modified direct costs
- Allowable expenses only

Subaward Summary

- Summary of program (who, what, when, where, why)
- Explicit violent crime connection for all costs
- Explain the selection committee decision for funding
- Confirm 30% gang set aside in summary
- Confirm selection committee decision

Information on Proposed Subawards or Proposed Procurement Contracts (if any)

Whether an action—for federal grants administrative purposes—is a subaward or procurement contract is a critical distinction as significantly different rules apply to subawards and procurement contracts. If a recipient enters into an agreement that is a subaward of an OJP award, specific rules apply—many of which are set by federal statutes and DOJ regulations; others by award conditions. Additionally, this difference also affects how those entities are selected and monitored.

These rules place particular responsibilities on an OJP recipient for any subawards the OJP recipient may make. The rules determine much of what the written subaward agreement itself must require or provide. The rules also determine much of what an OJP recipient must do both before and after it makes a subaward. If a recipient enters into an agreement that is a procurement contract under an OJP award, a substantially different set of federal rules applies.

You (the applicant) must determine if your passthrough funds are considered subawards or procurement contracts. OJP has developed the following guidance documents to help clarify the differences between subawards and procurement contracts under an OJP award and outline the compliance and reporting requirements for each. This information can be accessed online at <https://ojp.gov/training/training.htm>.

[Subawards under OJP Awards and Procurement Contracts under Awards: A Toolkit for OJP Recipients](#)
[Checklist to Determine Subrecipient or Contractor Classification](#)
[Sole Source Justification Fact Sheet and Sole Source Review Checklist](#)

Kate McNamee
Senior Policy Advisor
Bureau of Justice Assistance
Catherine.McNamee@usdoj.gov
202-598-5248

Stephen Fender
Senior Policy Advisor
Bureau of Justice Assistance
Stephen.Fender@usdoj.gov
202-598-9490

Application Assistance and Support

OJP Response Center

<https://www.ojp.gov/ncjrs/new-ojp-resources>

- Provides solicitation support and general assistance.
- Links to all current OJP funding opportunities.
- Funding Notices - subscribe to receive email notifications of new opportunities:
 - Sign up to receive the bi-weekly **JUSTINFO** newsletter as well as the weekly **Funding News From NCJRS** email.
 - Be sure to select “Grants/funding” as an area of interest in your NCJRS registration profile when you subscribe.
- **email** - grants@ncjrs.gov
- **web chat** - <https://webcontact.ncjrs.gov/ncjchat/chat.jsp>
- **toll free** at 800–851–3420;
- **TTY** at 301–240–6310 (hearing impaired only)

The OJP Response Center hours of operation are 10:00 a.m. to 6:00 p.m. eastern time, Monday through Friday.

Recommended Resources

JustGrants Training

[JustGrants Training | Application Submission | JUSTICEGRANTS \(usdoj.gov\)](#)

DOJ Application Submission Checklist

[DOJ Application Submission Checklist \(usdoj.gov\)](#)

OJP Grant Application Resource Guide

[OJP Grant Application Resource Guide | Office of Justice Programs](#)

DOJ Grants Financial Guide

[https://ojp.gov/financialguide/DOJ/index.htm](#)

DOJ Grants Financial Management Online Training

[https://ojpfgm.webfirst.com/](#)

FY 2022 PSN Funding Allocations

[FY 2022 Project Safe Neighborhoods Funding Allocation Amounts \(ojp.gov\)](#)

Executive Office for U.S. Attorneys



PSN Basics and Grant-funded Projects

- Every USAO has a written PSN Strategic Plan that outlines and addresses the most pressing violent crime issues and drivers in the district.
- Every USAO should have a multi-agency/multi-disciplinary “team” that helps develop and implement PSN Strategic Plan goals and strategies. The USAO leads the team.
- It is recommended that the PSN Strategic Plan be used to help prioritize grant-funded projects, which should be set by the PSN team.
- The PSN team should discuss project-specific elements that will assist the Fiscal Agent and PSN Selection Committee make subawards.
- It is imperative that the selection of subrecipients and/or contractors is made by individuals who are not acting on behalf of the federal government and are not otherwise conflicted as it could raise endorsement issues.

PSN Basics and Grant-funded Projects

- The USAO, PSN team, Fiscal Agent, and Selection Committee should discuss the following:
 - specific grant-funded projects elements and criteria for selection;
 - timeline for the Selection Committee to decide on subrecipients and contractors and other deadlines;
 - the subaward process and how the Fiscal Agent will initiate the process; and
 - method of notifying subrecipients and other details related to the subaward process.
- The USAO should not assume the responsibilities of the Fiscal Agent but should offer programmatic assistance.
- The USAO may provide the Fiscal Agent with written project-related information, as discussed by the PSN Team and Selection Committee, to assist the Fiscal Agent complete the Proposal Narrative and subaward summaries for BJA.



Point of Contact for U.S. Attorney's Offices

Brandy Donini-Melanson
Program Manager, Legal Programs
Executive Office for United States Attorneys
(202) 252-1328
Brandy.Donini-Melanson@usdoj.gov

Questions?

Enter in the **Q&A** box and send to **All Panelists**