

BUREAU OF JUSTICE ASSISTANCE

**FUNDING OPPORTUNITY:  
FY24 Comprehensive Opioid, Stimulant and  
Substance Use Program (COSSUP)  
Overdose Fatality Review (OFR)  
Training and Technical Assistance (TTA)**

June 27, 2024



**BJA**  
Bureau of Justice Assistance  
U.S. Department of Justice



# Presenter

- **Julius Dupree - Policy Advisor**

# Agenda

**Welcome and Introduction to OJP and BJA**

**Program Overview**

**Eligibility and Application Requirements**

**Application Resources**

**Q&A**

## SECTION 1

# WELCOME AND INTRODUCTION



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# What is the Office of Justice Programs?

- The Office of Justice Programs (OJP) provides grant funding, training, research, and statistics to the criminal justice community.
- OJP is one of three grant-making components of the Department of Justice along with the **Office on Violence Against Women (OVW)** and the **Office of Community Oriented Policing Services (COPS)**.

**BJA** – Bureau of Justice Assistance



**BJS** – Bureau of Justice Statistics



**NIJ** – National Institute of Justice



**OVC** – Office for Victims of Crime



**OJJDP** – Office of Juvenile Justice  
and Delinquency Prevention



**SMART** – Office of Sex Offender  
Sentencing, Monitoring, Apprehending,  
Registering, and Tracking



# U.S. Department of Justice Bureau of Justice Assistance

**Mission:** BJA's mission is to provide leadership and services in grant administration and criminal justice policy development to support state, local, and tribal justice strategies to achieve safer communities. BJA works with communities, governments, and nonprofit organizations to reduce crime, recidivism, and unnecessary confinement, and promote a safe and fair criminal justice system.

**Karhlton F. Moore, BJA Director**



<https://bja.ojp.gov/>



# How BJA Supports the Field



## Investments

Provide diverse funding to accomplish goals.



## Sharing Knowledge

Research, develop, and deliver what works to build capacity and improve outcomes.



## Engagement

Consult, connect, and convene.

# Poll Question

Has your organization been awarded federal grants in the past?

Yes, my organization has extensive experience with federal grants.

Yes, though my organization does not currently have any federal grants.

My organization has limited experience with federal grants.

My organization is new to federal grants and looking to learn more!



SECTION 2

# PROGRAM OVERVIEW



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# What We Know

- At least 40 states are doing at least one Overdose Fatality Review (OFR) and/or building a state infrastructure to support local OFRs.
- There are nearly 300 local OFRs at various stages of implementation.



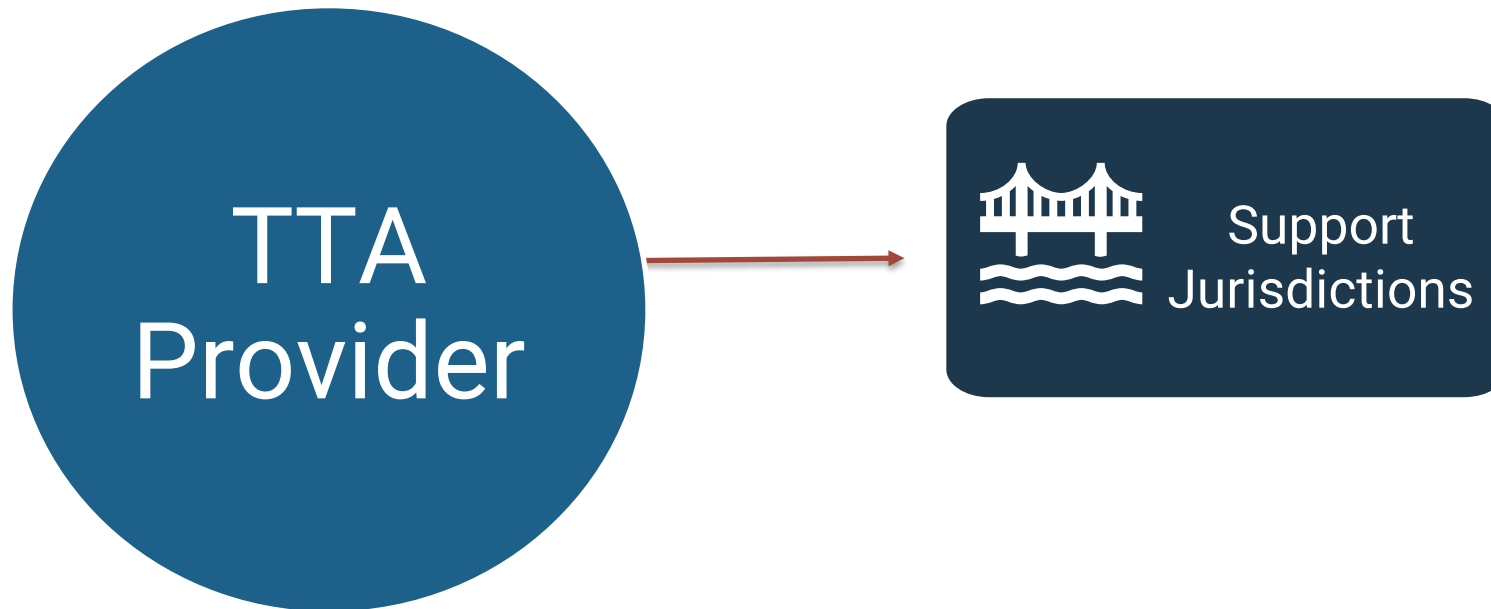
# Problem Scope

- Provisional data suggests that the rate of reported overdose deaths has continued to exceed 100,000 since 2021.
- Monitoring deaths from drug overdose helps us understand the epidemic's impact on the U.S. population and tells us how the crisis is evolving – for better or worse.

Source: Centers for Disease Control and Prevention, National Center for Health Statistics



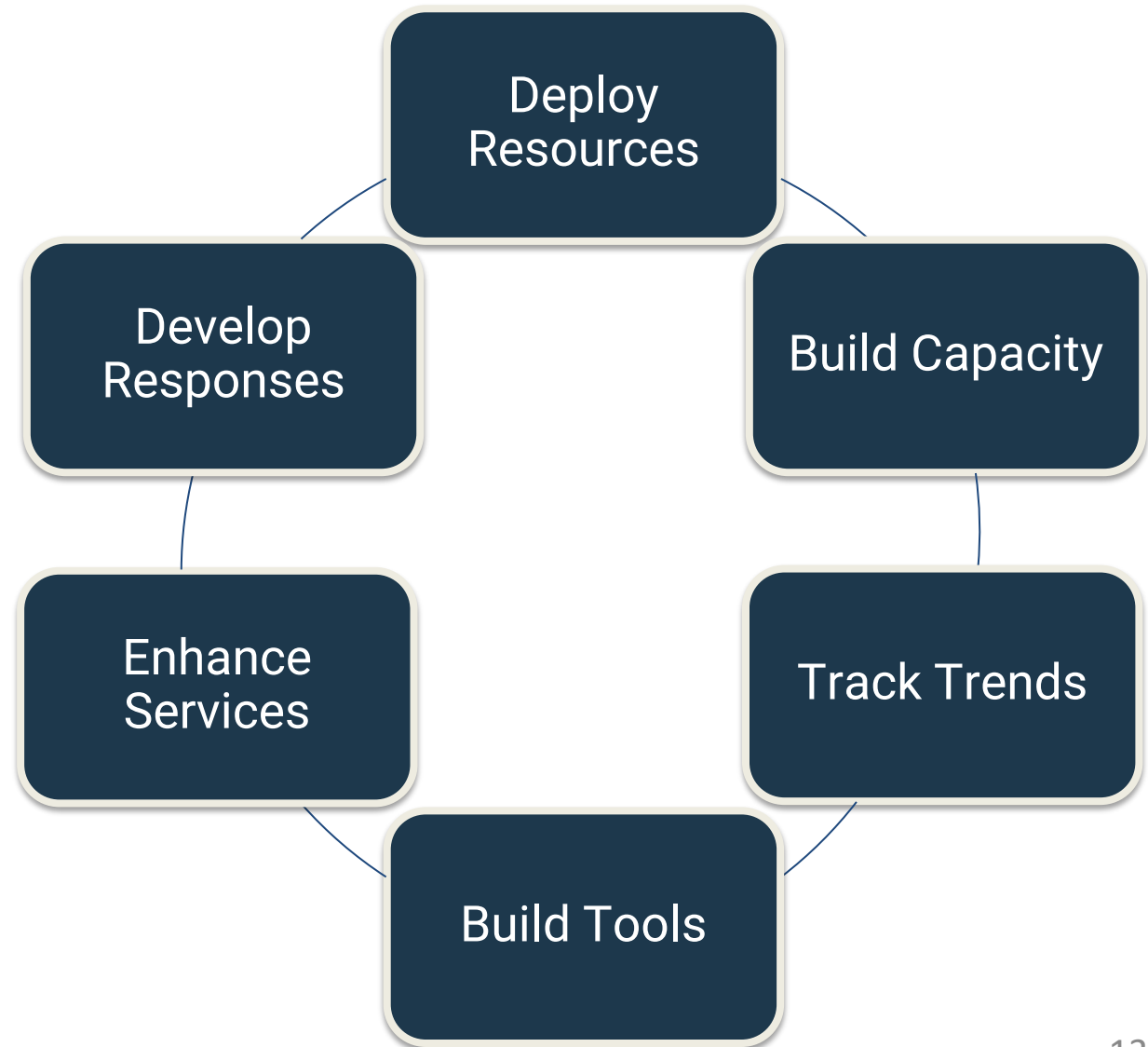
# Program Overview



- ✓ Enhance multidisciplinary collaborations
- ✓ Collect and use multisector data
- ✓ Conduct death reviews
- ✓ Develop prevention and intervention strategies

# Goals and Objectives

Support states, local jurisdictions, and tribes with efforts to prevent and reduce overdose deaths through development or enhancement of OFRs that increase access to and use of data and information sharing to enhance prevention of and responses to overdoses.



# Deliverables Expected by Successful Applicants

- Build an approach that is responsive to the needs for assigned grantees.
- Proactively work with grantee to support successful project implementation.
- Offer ad hoc TTA (onsite and virtual) to states, localities, and tribes and prioritize responses to requests from the field, in consultation with BJA.
- Build and maintain technical skill sets and experience to complete project tasks.



# Deliverables Expected by Successful Applicants

- Proactively build field knowledge and capacity.
- Participate in ongoing collaboration and coordination.
- Serve as a thought leader and information clearinghouse for relevant research and best practices.
- Demonstrate the knowledge, skills, and proposed innovative strategies they will employ to support COSSUP grantees as they deliver services for historically marginalized and underserved populations.



# Deliverables Expected by Successful Applicants

- Maintain a contact list of grantees, subgrantees, and key contacts responsible for undertaking grant and related activities.
- Provide quarterly reports to BJA on the implementation of assigned grantees.
- Submit year end annual reports to include best practices, success stories, and site-based activity.





## SECTION 3

# ELIGIBILITY AND APPLICATION REQUIREMENTS



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# Eligibility

Public-and state controlled institutions of higher education,  
Private institutions of higher education

Nonprofits having a 501(c)(3) status, nonprofits that do not  
have a 501(c)(3)

For-profit organizations, small businesses

# Other Eligibility Considerations

An entity may be proposed as a subrecipient (subgrantee) in more than one application.

BJA will consider applications under which two or more entities (project partners) would carry out the federal award; however, only one entity may be the applicant for the solicitation.

# Application Information

- Proposal Abstract (web based)
- Proposal Narrative
- Budget Worksheet and Budget Narrative (web based)
- Application for Federal Assistance (SF-424 & SF-LLL)
- Additional Application Components

Please refer to the [Application Submission Job Aid](#) for step-by-step directions.

# Review Criteria

Applications that meet the basic minimum requirements will be evaluated by peer reviewers on:

Description of the Issue (10%)

Project Design and Implementation (40%)

Capabilities and Competencies (35%)

Plan for Collecting the Data Required for this Solicitation's Performance Measures (5%)

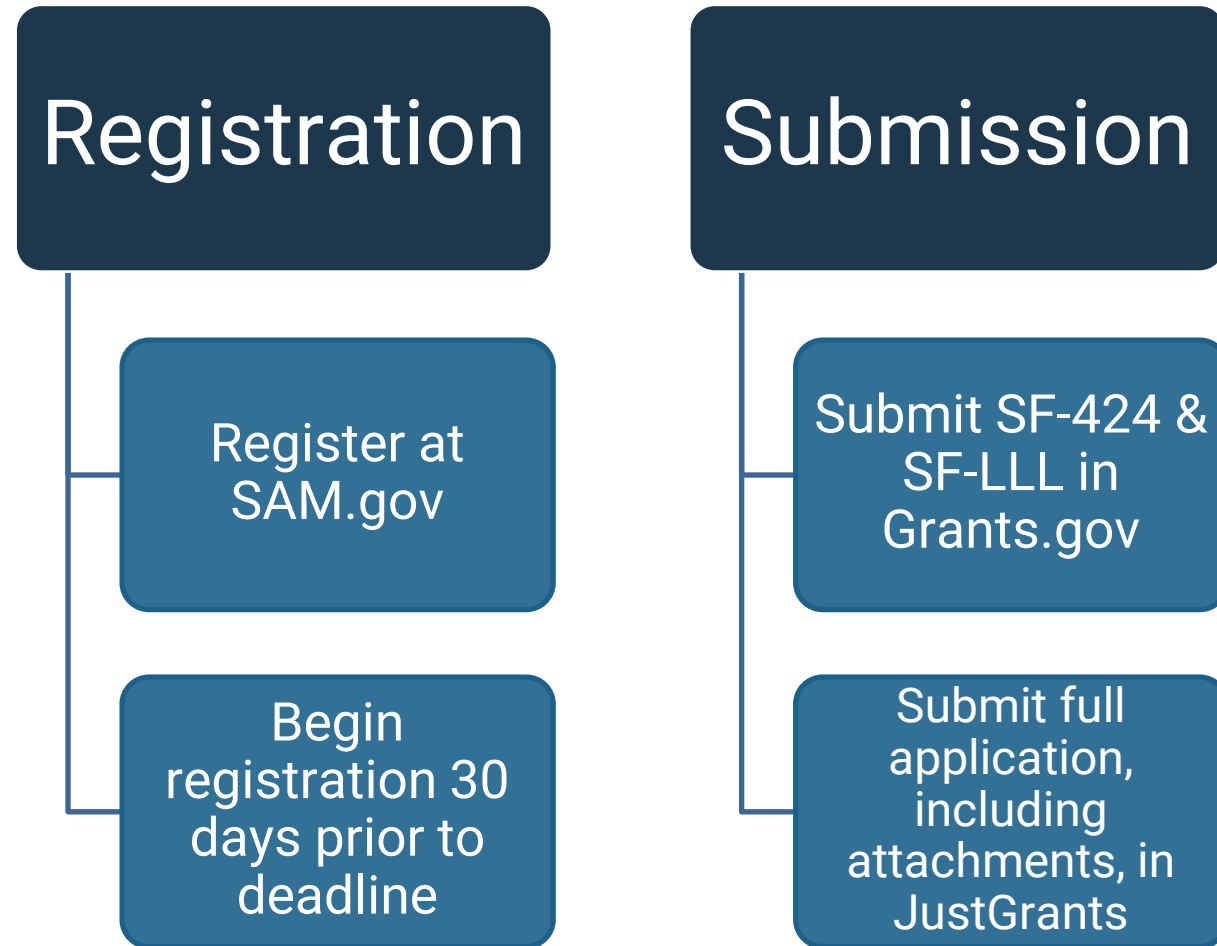
Budget (10%)

# Additional Application Components

- ✓ Proposal Abstract (Web-Based Form)
- ✓ Timeline (Web-Based Form)
- ✓ Curriculum Vitae or Resumes (if applicable)
- ✓ Letters of Support (if applicable)
- ✓ Memoranda of Understanding (if applicable)
- ✓ Sample Work Products
- ✓ Financial Management and System of Internal Controls Questionnaire (including Applicant Disclosure of High Risk Status)
- ✓ Research and Evaluation Independence and Integrity Statement

# How to Apply

Applications must be submitted to DOJ electronically through a two-step process that begins in Grants.gov and is completed in JustGrants.



An applicant will receive emails when successfully submitting in Grants.gov and JustGrants and should maintain all emails and other confirmations received from SAM.gov, Grants.gov, and JustGrants systems.

# Submission Dates and Time

- The **SF-424** and the **SF-LLL** must be submitted in Grants.gov **by 8:59 p.m. ET, July 17, 2024.**
- The **full application** must be submitted in JustGrants **by 8:59 p.m. ET, July 24, 2024.**
- To be considered timely, the **full application** must be submitted in JustGrants by the JustGrants application deadline. Failure to begin the SAM.gov, Grants.gov, or JustGrants registration and application process in sufficient time (i.e., waiting until the due dates identified in this solicitation for those systems to begin the application steps) is not an acceptable reason to request a technical waiver.



SECTION 4

# APPLICATION RESOURCES



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### **⚠️ SAM.gov Entity Validation Update**

GSA implemented a new process to validate an entity's legal business name and physical address when requesting a Unique Entity Identifier (UEI) and for completing a SAM.gov entity registration. Due to a high volume of requests, entity validations are taking longer than expected to process. This validation process is now taking 7-10 business days, and in some cases longer.

**OJP strongly recommends starting your SAM.gov registration process as soon as possible to allow the time necessary to process entity validations well in advance of the Grants.gov due date posted in the solicitation.** Read [this FAQ](#) for more information.

The Office of Justice Programs (OJP) Grant Application Resource Guide ("Guide") provides guidance to assist OJP grant applicants in preparing and submitting applications for OJP funding. It addresses a variety of policies, statutes, and regulations that apply to many (or in some cases, all) OJP program applicants, or to grants and cooperative agreements awarded in fiscal year (FY) 2023. Some OJP programs may have program solicitations that expressly modify a provision of this Guide; in such cases, the applicant is to follow the guidelines in the solicitation as to any such expressly modified provision.

## Contents

- [How To Apply](#)
- [Application Elements and Formatting Instructions](#)
  - [Complete the Application for Federal Assistance\(Standard Form \(SF\)-424\)](#)
  - [Disclosure of Lobbying Activities](#)
    - [Unique Entity Identifier and System for Award Management \(SAM\)](#)
  - [Proposal Abstract](#)
  - [Budget Preparation and Submission Information](#)
    - [Detailed Computations and Allowable Costs](#)
    - [Narrative Justification for Every Cost](#)
    - [Consolidated Budget Summary](#)
    - [Information on Proposed Subawards \(if any\) and Proposed Procurement Contracts \(if any\)](#)
    - [Indirect Cost Rate Agreement \(if applicable\)](#)
  - [Tribal Authorizing Resolution \(if applicable\)](#)
- [Application Attachments](#)
  - [Applicant Disclosure of Pending Applications \(Duplication in Cost Items\)](#)
  - [Applicant Disclosure and Justification – DOJ High Risk Grantees](#)
  - [Research and Evaluation Independence and Integrity](#)
  - [Disclosure of Process Related to Executive Compensation](#)
- [Financial Information](#)
  - [Financial Management and System of Internal Controls](#)
  - [Financial Management and System of Internal Controls Questionnaire \(including Applicant Disclosure of High-Risk Status\)](#)
  - [Cost Sharing or Matching Requirement](#)
  - [Pre-agreement Costs \(also known as Pre-award Costs\)](#)
  - [Limitation on Use of Award Funds for Employee Compensation; Waiver](#)
  - [Prior Approval, Planning, and Reporting of Conference/Meeting/Training Costs](#)
  - [Costs Associated with Language Assistance \(if applicable\)](#)
- [Application Review Information](#)
- [Federal Award Administration Information](#)
  - [Federal Award Notices](#)
  - [Administrative, National Policy, and Other Legal Requirements](#)
  - [Information Technology \(IT\) Security Clauses](#)
  - [General Information about Post-Federal Award Reporting Requirements](#)
- [Programmatic Information](#)
  - [Evidence-Based Programs or Practices](#)
  - [Information Regarding Potential Evaluation of Programs and Activities](#)
  - [Note on Project Evaluations](#)
- [Other Information](#)
  - [Freedom of Information and Privacy Act \(5 U.S.C. § 552 and 5 U.S.C. § 552a\)](#)
  - [Provide Feedback to OJP](#)
  - [To Become an OJP Peer Reviewer](#)

JUSTgrants  
JUSTICE GRANTS SYSTEM

JustGrants Login | FAQs | COPS Office | OJP | OVW

Search

About Training Resources User Support Library News & Updates

# Learn About the Department of Justice's Grants and Payment Management Systems

[JustGrants Login](#)

The Justice Grants System (JustGrants) is the Department of Justice's grants management system for the Office of Community Oriented Policing Services (COPS Office), the Office of Justice Programs (OJP) and the Office on Violence Against Women (OVW).

The JustGrants Resources website is an entryway into information about JustGrants and the system itself. Through this portal both award recipients and applicants can access [training resources](#) and [user support options](#), find answers to [frequently asked questions](#) and [sign up for the JusticeGrants Update e-newsletter](#).

Users can also [log in to JustGrants](#) through the site.

**News Flash** [🔗](#)

**Feb 21: [Register Now! March Dates Added for Virtual Q&A Sessions](#)** [🔗](#)

**Aug 10: [Review New and Updated JustGrants FAQs](#)** [🔗](#)

**LOGIN**

**JustGrants Login**  
Select the access graphic above to log in to the Justice Grants System (JustGrants).

**TRAINING**

**Training**  
Learn to navigate JustGrants effectively and complete various essential grants management tasks.

**FREQUENTLY ASKED QUESTIONS**

**FAQs**  
Find answers to frequently asked questions regarding the Justice Grants System (JustGrants) and the Automated Standard Application for Payments (ASAP).

**USER SUPPORT**

**User Support**  
Access self-service, topic-specific, and technical support options for assistance in using the JustGrants System.

**RESOURCES**

**Resources**  
Links to resource guides, financial and administrative resources for grant management, funding opportunities, and ASAP training and resources.

**NEWS & UPDATES**

**News & Updates**  
View the latest information and updates on DOJ's grants management and payment management systems and sign up for JusticeGrants Updates emails from the COPS Office, OJP, and OVW.

# Application Assistance

## Grants.gov

- Provides technical assistance with submitting the **SF-424** and **SF-LLL**.
  - **Customer Support Hotline**
    - 800-518-4726 or 606-545-5035
    - Operates 24 hours a day, 7 days a week, except on federal holidays.
  - **Web and Email**
    - <https://www.grants.gov/web/grants/support.html>
    - [support@grants.gov](mailto:support@grants.gov)
- Provides information on available federal funding opportunities for various federal agencies.

## JustGrants

Provides technical assistance with submitting the full application in DOJ's Justice Grants System (JustGrants).

- **Customer Support Hotline:**
  - 833-872-5175
  - Monday – Friday between 7:00 a.m. and 9:00 p.m. ET
  - Saturday, Sunday, and federal holidays from 9:00 a.m. – 5:00 p.m. ET
- **Web and Email**
  - <https://justicegrants.usdoj.gov/user-support>
  - [JustGrants.Support@usdoj.gov](mailto:JustGrants.Support@usdoj.gov)

**Email Updates**  
Text OJP [your  
email address] to  
468-311 to  
subscribe.  
(Message and data  
rates may apply.)



The screenshot shows the top of the U.S. Department of Justice Office of Justice Programs website. The header includes the DOJ seal, the text 'U.S. DEPARTMENT OF JUSTICE OFFICE OF JUSTICE PROGRAMS', and navigation links for 'Contact Us', 'Careers', 'Subscribe', and a search bar. Below the header is a navigation menu with links for 'About Us', 'News Center', 'Grants/Funding', 'For Congress', 'NCJRS Library', 'Topics', 'Training', and 'Data'. A 'Home' link is also present. The main content area features a large blue banner with the word 'Subscribe' in white. Below the banner is a 'Stay Connected' section with a list of newsletters to subscribe to.

U.S. DEPARTMENT OF JUSTICE  
OFFICE OF JUSTICE PROGRAMS

Contact Us | Careers | Subscribe | Search

About Us News Center ▾ Grants/Funding ▾ For Congress NCJRS Library ▾ Topics ▾ Training ▾ Data

Home

# Subscribe

Shutterstock (see reuse policy).

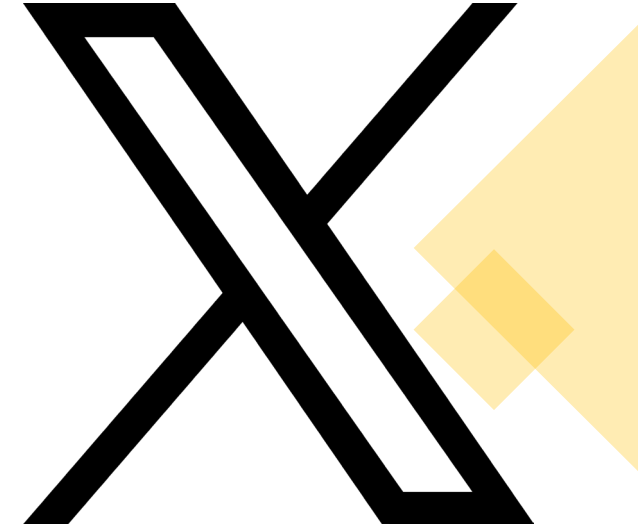
### Stay Connected

- Subscribe to:
  - [OJP News Releases](#) for the latest OJP press releases and publication advisories
  - [JUSTINFO](#), a twice-monthly email newsletter
  - [Funding News](#), a weekly notice of new grant opportunities and application tips
  - [JusticeGrants Update e-newsletter](#) for the latest information and updates on JustGrants, DOJ's grants management system
  - [OJP email newsletters](#) and topical messages available from OJP program offices (BJA, BJS, NIJ, OJJDP, OVC, and SMART)
- Sign up for [U.S. Department of Justice Email Updates](#)

<https://www.ojp.gov/subscribe>

# Stay Connected!

- **Facebook:** <https://www.facebook.com/DOJBJA>
- **X:** <https://x.com/DOJBJA>
- **YouTube:** <https://www.youtube.com/dojbja>
- Use the QR code to subscribe to “**Justice Matters**” and “**News From BJA**” to receive the latest information from BJA and the field.
- For information on funding opportunities, publications, and initiatives, visit **BJA’s website:** [www.bja.ojp.gov](http://www.bja.ojp.gov).



# Additional Questions?

## Contact the **OJP Response Center**

- Email: [grants@ncjrs.gov](mailto:grants@ncjrs.gov)
- Toll free: 800-851-3420
- TTY: 301-240-6310 (hearing impaired only)

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

# Reminder: Dual Deadlines

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

- Step 1: Submit an SF-424 and an SF-LLL at [Grants.gov](https://www.Grants.gov).
- Step 2: Submit the full application, with attachments, at [JusticeGrants.usdoj.gov](https://www.JusticeGrants.usdoj.gov).

**NOTE:** Submission deadline times for both Grants.gov and JustGrants are 8:59 p.m. ET

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



# Quick Reference: Important Contacts



For technical assistance submitting the SF-424 and SF-LLL into Grants.Gov, **call:** 800-518-4726 or 606-545-5035, 24 hours a day, or **email:** [support@grants.gov](mailto:support@grants.gov).



For technical assistance submitting the **full application** into JustGrants, **call:** 833-872-5175, 7-9 ET, M-F, and 9-5 ET, weekends and holidays, or **email:** [JustGrants.Support@usdoj.gov](mailto:JustGrants.Support@usdoj.gov).



For technical assistance with the programmatic requirements, **call the OJP Response Center:** 800-851-3420, 10-6 ET, M-F, or **email:** [grants@ncjrs.gov](mailto:grants@ncjrs.gov).



## Questions?

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