U.S. Department of Justice Office of Justice Programs *Bureau of Justice Statistics*



The U.S. Department of Justice, Office of Justice Programs, <u>Bureau of Justice Statistics</u> (BJS) is pleased to announce that it is seeking applications to conduct data collection and analysis activities of the Court Statistics Project (CSP). The CSP serves as a national resource for the operation of state court systems nationwide. As the statistical arm of the U.S. Department of Justice, BJS is responsible for the collection, analysis, publication, and dissemination of statistical information on crime, criminal offenders, victims of crime, and the operations of criminal justice systems at all levels of government. This data collection program, a component of the BJS Criminal Justice Statistics Program, furthers the mission of the Department and the Office of Justice Programs, by working in partnership with the justice community to identify the most pressing challenges confronting the justice system and to provide state-of-the-art knowledge and information in support of innovative strategies and approaches for dealing with these challenges.

Court Statistics Project (CSP) Solicitation

Eligibility

Applications for funds may be submitted by both for-profit (commercial) and nonprofit organizations. (See more information in the "Eligibility" section on page 3)

Deadline

Registration with Grants.gov is required prior to application submission. (See "Deadline: Registration" on page 3)

All applications are due by 5:00 p.m. eastern time on May 11, 2009. (See "Deadline: Applications" on page 3)

Contact Information

For assistance with the programmatic requirements of this solicitation, contact Duren Banks, Unit Chief, Prosecution and Adjudication, Bureau of Justice Statistics, at (202) 307-0765 or via e-mail at <u>askbjs@usdoj.gov</u>. Include "csp09" in the subject line.

This application must be submitted through OJP's Grants Management System. For technical assistance with submitting the application, call the Grants Management System Support Hotline at 1-888-518-4726, option 3. The GMS Support Hotline hours of operation are Monday – Friday from 7:00 a.m. to 9:00 p.m. eastern time.

2009-BJS-2128

CONTENTS

Overview
Deadline: Registration
Deadline: Application
Eligibility
 General statement of eligibility in accordance to program authority and/or policy Faith-Based and Other Community Organizations American Indian Tribes and Alaska Native Tribes and/or Tribal Organizations
Project-Specific Information4
Performance Measures7
How to Apply8
What an Application Must Include:9
 Standard Form 424 Program Narrative Budget and Budget Narrative Indirect Cost Rate Agreement <i>(if applicable)</i> Other Attachments
Selection Criteria11
Review Process11
Additional Requirements

Court Statistics Project (CSP)

Overview

The purpose of this solicitation is to seek a data collection agent to administer the Court Statistics Project (CSP). The CSP was initiated in 1975 by the National Center for Courts (NCSC) with BJS support commencing in the early 1980s. The Court Statistics Project (CSP) provides a systematic means to develop a valid, uniform, and complete statistical database that details the operation of state court systems nationwide. The CSP collects and aggregates data from the trial and appellate courts of all 50 states, the District of Columbia, and Puerto Rico. These data focus on state court caseloads for a particular year and multiyear trends in the work of state courts. All state trial and appellate court data collected through the CSP will be accurate as of December 2008. Applicants are strongly encouraged to review previous CSP reports that are available on NCSC's webpage at http://www.ncsconline.org/D_Research/csp/CSP_Main_Page.html. BJS anticipates making one award for a 12-month period under this solicitation, with an option for two additional continuation years conditional upon availability of funds and the quality of the initial performance and products. BJS is authorized to issue this solicitation under the Omnibus Crime Control and Safe Street Act of 1968, Section 302, as amended (42 USC Section 3732).

Deadline: Registration

Applicants must register with GMS prior to applying. The deadline to register is 5:00 p.m. eastern time on May 11, 2009.

Deadline: Application

The due date for applying for funding under this announcement is May 11, 2009, 5:00 p.m. eastern time.

Eligibility

Both for-profit (commercial) and non-profit organizations may apply for funds. However, consistent with OJP fiscal requirements, for-profit organizations are not allowed to make a profit as a result of this award or to charge a management fee for the performance of this award.

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

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

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

American Indian Tribes and Alaska Native Tribes and/or Tribal Organizations:

Applicants are limited to for-profit (commercial) organizations, non-profit organizations, faith-based and community organizations, institutions of higher learning, and consortiums with demonstrated organization and community-based experience working with American Indian and Alaska Native communities, including tribal commercial and non-profit organizations, tribal colleges and universities, and tribal consortiums.

All tribal applications must be accompanied by a current authorizing resolution of the governing body of the tribal entity or other enactment of the tribal council or comparable government body. If the grant will benefit more than one tribal entity, a current authorizing resolution or other enactment of the tribal council or comparable government body from each tribal entity must be included. If the grant application is being submitted on behalf of a tribal entity, a letter or similar document authorizing the inclusion of the tribal entity named in the application must be included.

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

Project-Specific Information

The Bureau of Justice Statistics (BJS) has funded the Court Statistics Project (CSP) since the early 1980s. The CSP provides a systematic means to develop a valid, uniform, and complete statistical database that details the operation of state court systems nationwide. The CSP collects and aggregates data from courts of all 50 states, the District of Columbia, and Puerto Rico. The CSP provides information on the number and types of civil, criminal, domestic relations, juvenile, traffic, and appellate caseloads filed and disposed in state trial and appellate courts on a yearly basis. Ten-year caseload trends for these case types are also provided. The CSP provides state-by-state comparisons of trial and appellate caseload data and aggregates these data in order to provide a national overview of state court caseload statistics.

The CSP produces several publications for the purpose of disseminating trial and appellate caseload data. The first series, *Examining the Work of State Courts*, displayed information with an emphasis on designs that are graphically focused of state court data. The second series, *State Court Caseload Statistics*, is a basic reference that contains detailed information and descriptions of state court systems. The CSP also produces *Caseload Highlights* which is a series of publications providing comparative information on a range of policy-relevant topics using a condensed format. Examples of CSP publications can be accessed at the following internet link on the NCSC's webpage <<u>http://www.ncsconline.org/D_Research/csp/CSP_Main_Page.html</u>>.

There is no other authoritative or comprehensive source about court caseloads in state trial and appellate courts. The CSP data are routinely used by state court administrators, appellate court clerks, trial court administrators, judges, policymakers, researchers, lawyers, academics, the media, and the public. If these court data are not collected, a serious gap will exist in our knowledge of civil, criminal, domestic relations, juvenile, traffic, and appellate caseloads in state trial and appellate courts.

Scope of Work

The purpose of this award is to support the continuation of the Court Statistics Project (CSP). The recipient of funds will administer the Court Statistics Project whereby the recipient will continue to collect, maintain, and archive state court trial and appellate data from the CSP series, produce annual reports (*Examining the Work of State Courts* and *State Court Caseload Statistics*), and topical special reports under the *Caseload Highlights* series. All reports produced under the CSP will be reviewed by the BJS project monitor. In addition, BJS staff may also initiate Special Reports with the CSP data. The recipient will be expected to assist BJS staff with BJS Special Reports by providing the necessary data for analysis, when requested, assisting in the preparation of data tabulations and reviewing the methodology used to analyze the data.

The objective of the proposed program is to continue basic activities initiated under the ongoing CSP. Specifically, the recipient of funds will serve to administer the Court Statistics Project. The recipient of CSP funds will —

1. Maintain and expand the Court Statistics Project databases through use of the State Court Guide to Statistical Reporting. This task will involve the collection, processing, and maintenance of data provided by the state trial and appellate courts of all 50 states, the District of Columbia, and Puerto Rico. The recipient will use the State Court Guide to Statistical Reporting (Guide) as the primary model for collecting trial and appellate court filing and disposition data. The recipient will also aim to increase the number of state trial and appellate courts that fully use the Guide as a means of reporting state court filing and disposition data. The Guide can be accessed at the following webpage:

<http://www.ncsconline.org/D Research/csp/CSP Main Page.html>.

2. Submit CSP data and related documentation for archiving at the National Archive of Criminal Justice Data. The recipient will prepare CSP datasets and related documentation for archival purposes at the National Archive of Criminal Justice Data (NACJD) at the University of Michigan. The source data shall conform to BJS standards for submission to the NACJD. The recipient will also document the methodology used to produce the CSP including the production of the standard analysis data files.

- 3. Produce annual reports including *Examining the Work of State Courts* and *State Court Caseload Statistics*. The recipient will prepare two annual products for the CSP. *Examining the Work of State Courts* will contain a highly visual summary display of state court filing and disposition data. *Examining* will also describe the work of state courts by the major case categories including civil, criminal, domestic relations, juvenile, traffic, and appellate across the states and trends for these major case categories. The recipient will also produce *State Court Caseload Statistics* which will serve as a basic reference containing detailed information and descriptions of state court systems. The recipient will provide BJS project monitor with draft publications of *Examining* and *State Court Caseload Statistics* for review purposes. Examples of prior iterations of *Examining* can be accessed at the following webpage: <<u>http://www.ncsconline.org/D_Research/csp/CSP_Main_Page.html</u>>.
- 4. Produce topical special reports under the Caseload Highlights series. The Caseload Highlights series target specific and significant findings concerning state courts in short policy reports. Caseload Highlights will be written and published approximately three times per year. The recipient will provide BJS project monitor with draft publications of Caseload Highlights for review purposes. Prior examples of caseload highlights can be accessed at the following webpage: http://www.ncsconline.org/D_Research/csp/CSP_Main_Page.html.
- 5. Prepare web site enhancements/expansion for the CSP. The recipient will provide web enhancements that improve the delivery of state trial and appellate court data. Website enhancements will be determined in collaboration with BJS and the recipient will seek ways to improve the delivery of court data and reports to the public via the web. Enhancements may include the development of innovative, graphical approaches to convey state court caseload data.
- 6. Assist BJS staff with the production of BJS Special Reports. The recipient will provide necessary assistance to BJS staff to assist in the production of BJS special reports using CSP data. Assistance may include instructing BJS staff on the appropriate uses of CSP data, assisting in the preparation of data tabulations, and reviewing BJS special reports with CSP data.
- 7. Convene at least one advisory committee meeting with members of the Conference of State Court Administrators (COSCA). Participation by the COSCA membership is crucial for successfully completing the CSP. The recipient may also convene at least one meeting of key COSCA members for the purpose of providing advice and guidance for the CSP. The recipient can also convene other meetings to expedite data delivery and analysis if necessary.
- 8. Identify states that maintain information through data warehouses in use by state court administrative offices and possibly by large urban courts. The recipient will compile information on data warehouses in use by state administrative offices of the courts (AOC) and possibly also by large urban courts. The recipient will determine the types of data being stored in the data warehouses, the types of software being used to manage the data warehouses, and the types of analyses being performed with these data. The recipient will create a Web-based directory of the AOCs (and possibly large urban courts) identified by the scan and will include in this directory information relevant to the understanding of how data warehouses are being developed and used.

Additional guidance

The applicant should have and demonstrate the following:

- 1. Direct experience in collecting and analyzing civil, criminal, domestic relations, juvenile, traffic, and appellate data from state trial and appellate courts. The recipient should understand the intricacies involved analyzing court caseload data.
- 2. A clear understanding and discussion of the extant CSP statistical reports, available at the National Center for State Courts website at <<u>http://www.ncsconline.org</u>>.
- 3. A clear project management structure and plan, project timeline, and reasonable budget approach for administering the CSP. The project management plan should include the responsibilities and activities of each principal staff member. The budget detail should provide direct linkage to the activities to be performed.

Funding Information

Assistance will be made available under a cooperative agreement. Awards will be made for a period of 12 months with an option for two additional continuation years conditional upon availability of funds and the quality of the initial performance and products. Cost estimates are not to exceed \$400,000 for the initial 12-month period. Funding for subsequent years may include reasonable increases for cost of living and changes in scope of work, where applicable. The funding of this project is subject to the availability of funds.

Limitation on Use of Award Funds for Employee Compensation; Waiver: No portion of any award of more than \$250,000 made under this solicitation may be used to pay any portion of the total cash *compensation* (salary plus bonuses) of any employee of the award the recipient whose total cash compensation exceeds 110% of the maximum annual salary payable to a member of the federal government's Senior Executive Service (SES) at an agency with a Certified SES Performance Appraisal System for that year. (The salary table for SES employees is available at <u>www.opm.gov</u>.) This prohibition may be waived at the discretion of the Assistant Attorney General for the Office of Justice Programs. An applicant that wishes to request a waiver should include a detailed justification in the budget narrative for the application. The justification should include: the particular qualification and expertise of the individual, the uniqueness of the service being provided, the individual's specific knowledge of the program or project undertaken with the grant funds and a statement explaining that the individual's salary is commensurate with the regular and customary rate for an individual with her/his qualifications and expertise, and for the work that is to be done.

Performance Measures

To assist in fulfilling the Department's responsibilities under the Government Performance and Results Act (GPRA), P.L. 103-62, applicants who receive funding under this solicitation must provide data that measure the results of their work. Additionally, applicants must discuss their data collection methods in the application. Performance measures for this solicitation are as follows:

Objective	Performance Measures	Data Grantee Provides
To conduct a survey of state trial and appellate courts that aggregates data from courts of all 50 states, the District of Columbia, and Puerto Rico. The survey will include information on the number and types of civil, criminal, domestic relations, juvenile, traffic, and appellate caseloads filed and disposed in state trial and appellate courts on a yearly basis.	Achieve a 95% or higher survey response rate.	A 95% or better survey response rate. (Target: 95% or better. A response rate lower than the 95% threshold is unacceptable.)
	Achieve a 95% or better survey response rate for core items.	Minimal number of missing or inconsistent data in data file.
	Successfully complete the data collection within the required schedule.	Time from initiation of the data collection to publication of annual CSP products including <i>Examining the Work of</i> <i>State Courts</i> and <i>State</i> <i>Court Caseload Statistics</i> (Target: 12 months).

How to Apply

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

Note: OJP will not review any application whose attachments are in Microsoft Vista or Microsoft 2007 format. Applications submitted via GMS must be in the following formats: Microsoft Word (*.doc), Word Perfect (*.wpd), Microsoft Excel (*.xlm), PDF files (*.pdf), or Text Documents (*.txt). GMS is not yet compatible with Vista and cannot yet process Microsoft Word 2007 documents saved in the new default format with the extension ".docx." Please ensure the documents you are submitting are saved using "Word 97-2003 Document (*.doc)" format. Additionally, GMS does not accept executable file types as application attachments. These disallowed file types include, but are not limited to, the following extensions: ".com," ".bat," ".exe," ".vbs," ".cfg," ".dat," ".db," ".dbf," ".dll," ".ini," ".log," ".ora," ".sys," and ".zip." CFDA Number: The Catalog of Federal Domestic Assistance (CFDA) number for this solicitation is 16.734, titled "Special Data Collections and Statistical Studies" and the funding opportunity number is 2009-BJS-2128.

A DUNS number is required: The Office of Management and Budget requires that all businesses and nonprofit applicants for federal funds include a DUNS (Data Universal Numeric System) number in their application for a new award or renewal of an award. Applications without a DUNS number are incomplete. A DUNS number is a unique nine-digit sequence recognized as the universal standard for identifying and keeping track of entities receiving federal funds. The identifier is used for tracking purposes and to validate address and point of contact information. The DUNS number will be used throughout the grant life cycle. Obtaining a DUNS number is a free, simple, one-time activity. Obtain one by calling 1-866-705-5711 or by applying online at <<u>http://www.dunandbradstreet.com</u>>. Individuals are exempt from this requirement.

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

What an Application Must Include

When applying for federal funding, applicants must provide the following:

Standard Form 424 Program Narrative Budget and Budget Narrative Indirect Cost Rate Agreement (*if applicable*) Other Attachments

• Applicant must complete the online Application for Federal Assistance (SF-424), a standard form that most federal agencies use.

Project and Budget Related Attachments

- The project narrative should describe activities as discussed in the *Scope* of *Work* and address the evaluation criteria. The project narrative should contain a detailed timeline for project activities, a description of the survey methodology to be used, including defined geographic boundaries, data collection method, data entry, and data documentation procedures.
- The Budget Detail Worksheet may be found through the Internet at <u>http://www.ojp.usdoj.gov/funding/forms/budget_detail.pdf</u>, OJP Standard Forms & Instructions. The OJP Financial Guide, which governs the administration of funds and contains information on allowable costs, methods of payment, audit requirements, accounting systems, and financial records, is available on the OJP website at <<u>http://www.ojp.usdoj.gov/financialguide/index.htm</u>>. If you have any

questions, please contact the OJP Office of the Comptroller's Customer Service Center at 1-800-458-0786.

 Applicants that do not have a federally negotiated indirect cost rate and wish to establish one, may submit a proposal to their "cognizant" federal agency. In general, the cognizant federal agency is the agency that provides the preponderance of direct federal funding. This can be determined by reviewing an organization's schedule of federal financial assistance. If DOJ is your cognizant federal agency, information needed to submit an indirect cost rate proposal can be obtained at <<u>http://www.ojp.usdoj.gov/funding/pdfs/indirect_costs.pdf</u>>.

Other Attachments

• Key staff information.

Information on key staff includes a staff loading chart, by task and contract year, showing the role and number of hours (per year) committed for proposed staff; identification of proposed key personnel and their qualifications for the significant functions in this project, along with concise descriptions of the duties each will perform under the grant; and an identification by name of all key personnel with decision-making authority.

• Privacy Certification.

The Privacy Certificate is a funding recipient's certification of compliance with federal regulations requiring confidentiality of information identifiable to a private person, which is collected, analyzed, or otherwise used in connection with an OJP-funded research or statistical activity. The funding recipient's Privacy Certificate includes a description of its policies and procedures to be followed to protect identifiable data. A model certificate is located at

<<u>http://www.ojp.usdoj.gov/bjs/pub/pdf/bjsmpc.pdf</u>>.

• Human Subjects Protection Certification of Compliance.

BJS requires the funding recipient to submit proper documentation to be used to determine that the research project meets the federal requirements for human subjects protections set forth in 28 CFR Part 46. A model certificate, describing the necessary information to be provided by the funding recipient, can be accessed at <http://www.ojp.usdoj.gov/bjs/pub/pdf/bjsssphs.pdf>.

• Assurances and Certifications.

Applicants are required to review, accept, and "sign off" on these assurances and certifications electronically through GMS. Please verify that the name, address, phone number, fax number, and e-mail address of the authorizing official on these online forms are correct.

(1) **Assurances.** The applicant must comply with the assurances in order to receive federal funds under this program. It is the responsibility of the recipient of federal funds to fully understand and comply with these requirements. Failure to comply may result in withholding of funds, termination of the award, or other sanctions.

(2) Certifications Regarding Lobbying; Debarment, Suspension, and Other Responsibility Matters; and Drug-Free Workplace. This form commits the applicant to comply with the certification requirements under 28 CFR Part 69, "New Restrictions on Lobbying," and 28 CFR Part 67, "A Government-wide Debarment and Suspension (Nonprocurement) and Government-wide Requirements for a Drug-Free Workplace (Grants)."

Selection Criteria

Proposals should describe the plan and implementation strategies outlined in the Scope of Work.

The applicant will be evaluated on the basis of:

1. Program Narrative (10%)

Content of the proposal and how it addresses the tasks in the scope of work and scheduled timeline. Demonstrated knowledge and understanding of adjudication statistics and data collection.

2. Project Design and Implementation (25%)

Technical feasibility of the proposed project design and reasonableness of the proposal given the scope of work and tasks to be completed.

3. Capabilities/Competencies (35%)

Demonstrated ability and experience in collecting data from large number of justice related agencies or similar entities. Demonstrated knowledge of applied survey research, including survey construction, interview techniques, data collection, data coding, entry and verification, and the production of public-use data files. This includes availability of an adequate computing environment, knowledge of standard social science data processing software, and demonstrated ability to produce SPSS readable data files for analysis and report production.

4. Budget (20%)

Demonstrated fiscal, management, staff, and organizational capacity to provide sound management for this project. Applicant should include detailed staff resources and other costs by project tasks.

5. Impact/Outcomes and Evaluation (10%)

Demonstrated ability to develop designs for conducting complex data collections involving sensitive issues. Identify how the approach and methods in this project will achieve the performance goals for this project.

Review Process

The applicant will be evaluated based on the requirements provided under the *Selection Criteria*. OJP is committed to ensuring a standardized process for awarding grants. The Bureau of Justice Statistics reviews the application to make sure that the information presented is reasonable, understandable, measurable, and achievable, as well as consistent with program or legislative requirements as stated in the solicitation.

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

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

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

Additional Requirements

Successful applicants selected for award must agree to comply with additional applicable requirements prior to receiving grant funding. We strongly encourage you to review the list below pertaining to these additional requirements prior to submitting your application. Additional information for each can be found at <<u>http://www.ojp.usdoj.gov/funding/other_requirements.htm</u>>.

- Civil Rights Compliance
- Funding to Faith-Based Organizations
- Confidentiality and Human Subjects Protections Regulations
- Anti-Lobbying Act
- Financial and Government Audit Requirements
- National Environmental Policy Act (NEPA) Compliance
- DOJ Information Technology Standards

- Single Point of Contact Review
- Non-Supplanting of State or Local Funds
- Criminal Penalty for False Statements
- Compliance with the Office of Justice Programs' Financial Guide
- Suspension or Termination of Funding
- Nonprofit Organizations
- For-Profit Organizations
- Government Performance and Results Act (GPRA)
- Rights in Intellectual Property
- Federal Funding Accountability and Transparency Act (FFATA) of 2006