

BUREAU OF JUSTICE ASSISTANCE

# FY 2024 RURAL AND SMALL DEPARTMENT VIOLENT CRIME REDUCTION PROGRAM

Thursday, April 11, 2024  
3:00 p.m. ET



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



# Presenters

- **Juliana Palmer, Policy Advisor, Bureau of Justice Assistance (BJA)**
- **Erin Rose Feeley, State Policy Advisor, BJA**
- **Craig Uchida, President, Justice & Security Strategies, Inc. (JSS)**
- **Shellie Solomon, Chief Executive Officer, JSS**
- **Jim Hackett, Director of Emergency Management, Crawford County, Wisconsin**
- **Chief Steven Lowell, Oneida, NY, Police Department**

# Agenda

**Welcome and Introduction to OJP and BJA**

**Program Overview**

**Guest Speakers and BJA Grant Experience**

**Eligibility and Application Requirements**

**Application Resources**

**Q&A**

SECTION 1

# WELCOME AND INTRODUCTION



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U.S. Department of Justice

# 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

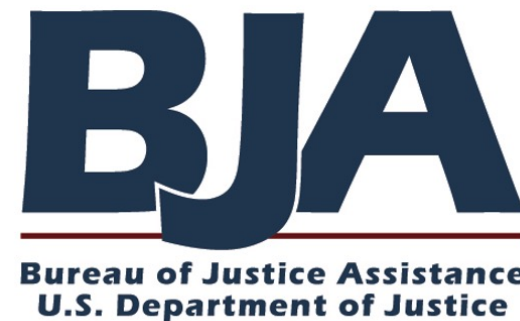




# U.S. Department of Justice Bureau of Justice Assistance

**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



## Fund

Invest diverse funding streams to accomplish goals.



## Educate

Research, develop, and deliver what works.



## Equip

Create tools and products to build capacity and improve outcomes.



## Partner

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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# Initiative Overview

- BJA seeks to support **small** and **rural** agencies in their efforts to combat violent crime through the [FY24 Rural and Small Department Violent Crime Reduction Program](#).
- This program provides funding to small and/or rural agencies to implement or enhance the capacity of their organization around one or more critical elements found in the [\*Violent Crime Reductions Operations Guide\*](#) or the [\*Prosecutors' Guide to Reducing Violence and Building Safer Communities\*](#).

# Activities

Complete the *Violent Crime Reduction Operations Guide* online assessment tool.

Select one or more of the critical elements within the Guide to improve capacity as part of an overall violent crime reduction strategy.

Partner with a researcher or subject matter expert to monitor the activities identified for the project.

# Activities

Implement programming and activities that reflect an enhanced capacity, per the Guide.

Deploy agency resources such as personnel, services, or analytical tools that meet the capacity enhancement goal.

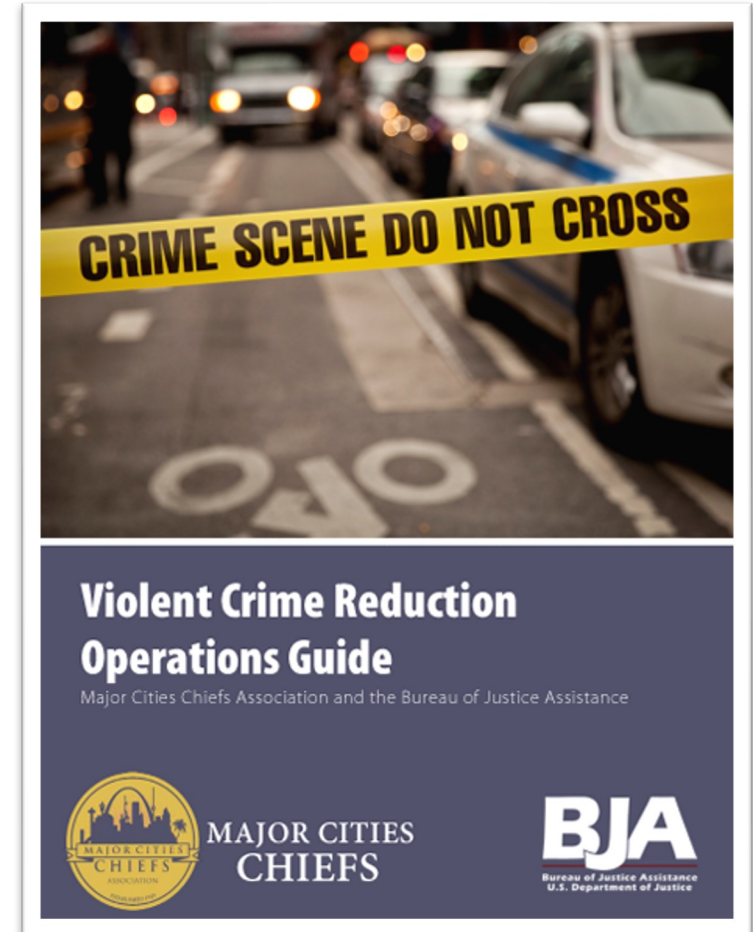
Document the development and implementation of strategies to reduce the violent crime problem(s) identified in the application.

Track progress and outcomes.

***Additional program activities are outlined in the solicitation.***

# Violent Crime Reduction Operations Guide

- The Guide outlines **Critical Elements** that discuss important capabilities for any agency in its fight against violent crime, including the most essential, overarching element: leadership.
- Law enforcement leaders can use this Guide and its Critical Elements as a resource to assess their agency's capacity and identify additional actions that can assist them in their fight against violent crime.



# Violent Crime Reduction Operations Guide

The Guide outlines the **Critical Elements**, essential components of crime-fighting strategies, in a format that can assist agency executives in determining their respective capacity in each of these areas.



SECTION 3

# GUEST SPEAKERS



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# BJA Grantee Insight and Experience

**Jim Hackett, Director of Emergency Management  
Crawford County, Wisconsin**

Describe your experience:



Writing and applying for the grant



Receiving and managing the grant



Working with BJA Training and Technical Assistance providers



Implementing programmatic activities to reduce violent crime



# BJA Grantee Insight and Experience

**Chief Steven Lowell**  
**Oneida, New York Police Department**

Describe your experience:



Writing and applying for the grant



Receiving and managing the grant



Working with BJA Training and Technical Assistance providers



Implementing programmatic activities to reduce violent crime

## SECTION 4

# ELIGIBILITY AND APPLICATION REQUIREMENTS



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# Eligibility

- This solicitation is limited to small and/or rural law enforcement agencies and prosecutors serving rural communities or small departments.
- The following entities are eligible to apply for this funding opportunity:
  - A **small agency** is any law enforcement agency with 250 or fewer sworn officers.
  - A **rural agency**, as defined under this initiative, is (a) an agency serving any area or community, no part of which is within an area designated as a standard metropolitan statistical area by the Office of Management and Budget or (b) any agency serving one or more rural census tracts.
  - A **tribal agency** is any federally recognized tribe with a designated law enforcement agency.

# Available Funding

- \$300,000 maximum dollar amount.
- 15 anticipated awards.
- Funding begins October 1, 2024, for 36 months.

# Previous Program Funding

Previous funding through this program has been used to support efforts to combat various rural violent crime challenges, including:



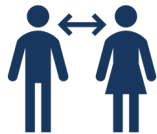
Assaults, robberies, and sexual assaults



Homicides



Narcotics-related violent crime



Intimate partner violence



Gang-related violent crime



Firearms-related violent crime



Child abuse and exploitation

# Things to Keep in Mind

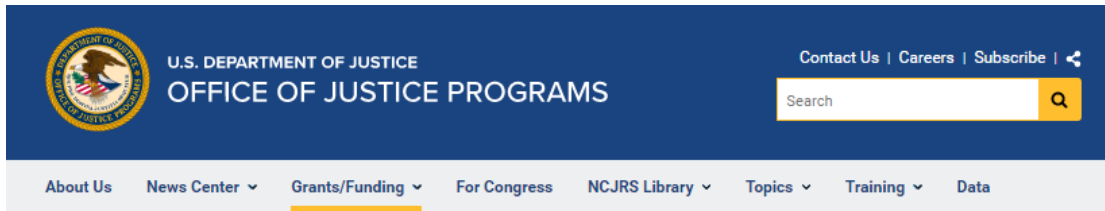
- Applicants should reference the **[Violent Crime Reductions Operations Guide](#)** or the **[Prosecutors' Guide to Reducing Violence and Building Safer Communities](#)** throughout their application as stated in the solicitation.
- The program timeline should highlight and include major milestones and deliverables.

SECTION 5

# APPLICATION RESOURCES



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[Home](#) / [Grants/Funding](#) / [Applicant Resources](#)

# OJP Grant Application Resource Guide

## 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](#)





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).

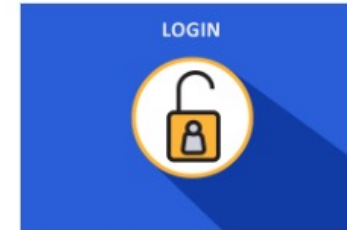
The JustGrants Resources website is an entryway into information about JustGrants and the system itself. Through this portal both award recipients and applicants can access [training resources](#) and [user support options](#), find answers to [frequently asked questions](#) and [sign up for the JusticeGrants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



#### JustGrants Login

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



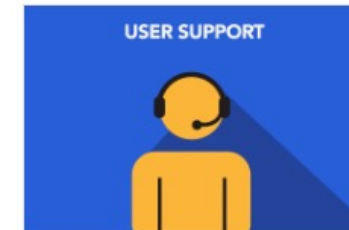
#### Training

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



#### FAQs

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



#### User Support

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



#### Resources

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



#### 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 Technical Support

- 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.)



[Home](#)



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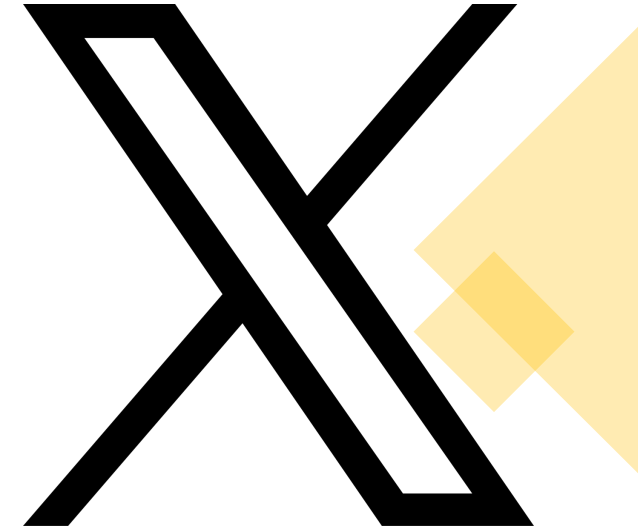
### Stay Connected [↗](#)

- 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 now 8:59 p.m. ET, not 11:59 p.m. ET as in past years.

**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.