

# BJA FY25 Student, Teachers, and Officers Preventing (STOP) School Violence Program

---

Total Amount to Be Awarded Under This Funding  
Opportunity: \$83,000,000

Anticipated Award Ceiling: Category 1: Up to  
\$2,000,000; Category 2: Up to \$1,000,000

Anticipated Period of Performance Duration: 36  
months

Funding Opportunity Number: O-BJA-2025-172466

Deadline to submit SF-424 in Grants.gov: **October 27, 2025, by 11:59 p.m. Eastern Time**  
Deadline to submit application in JustGrants: **November 3, 2025, by 8:59 p.m. Eastern Time**



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

# CONTENTS

|                                                                                     |                                                                             |
|-------------------------------------------------------------------------------------|-----------------------------------------------------------------------------|
|    | <b>Basic Information .....3</b>                                             |
|    | <b>Eligibility ..... 7</b>                                                  |
|    | <b>Program Description .....9</b>                                           |
|    | <b>Application Contents, Submission Requirements, and Deadlines..... 15</b> |
|   | <b>Application Review .....28</b>                                           |
|  | <b>Award Notices.....30</b>                                                 |
|  | <b>Post-Award Requirements and Administration .....31</b>                   |
|  | <b>Other Information .....33</b>                                            |
|  | <b>Application Checklist.....34</b>                                         |



## BASIC INFORMATION

The [U.S. Department of Justice](#) (DOJ), [Office of Justice Programs](#) (OJP), [Bureau of Justice Assistance](#) (BJA) is accepting applications for funding in response to this notice of funding opportunity (NOFO).

|                                   |                                                                                          |
|-----------------------------------|------------------------------------------------------------------------------------------|
| <b>Agency Name</b>                | U.S. Department of Justice<br>Office of Justice Programs<br>Bureau of Justice Assistance |
| <b>NOFO Title</b>                 | BJA FY25 Student, Teachers, and Officers Preventing (STOP) School Violence Program       |
| <b>Announcement Type</b>          | Initial                                                                                  |
| <b>Funding Opportunity Number</b> | O-BJA-2025-172466                                                                        |
| <b>Assistance Listing Number</b>  | 16.839                                                                                   |

### Executive Summary

This NOFO supports programs designed to prevent and reduce school violence by implementing training, developing school threat assessment teams and/or intervention teams to identify violence risks, introducing technologies like anonymous reporting tools, or applying other school safety strategies that assist in preventing violence. The goal is to equip K–12 students, teachers, and staff with tools to recognize, respond to, and prevent acts of violence. Please see the [Eligible Applicants](#) section for the eligibility criteria.

- **Category 1: States (Anticipated Award Amount: \$2,000,000)**

Category 1 will support states to implement training, develop school threat assessment teams and/or intervention teams to identify violence risks, introduce technologies like anonymous reporting tools, or apply other school safety strategies that assist in preventing violence.

- **Category 2: Localities, Federally Recognized Tribal Governments, Nonprofits, and School Districts (Anticipated Award Amount: \$1,000,000)**

Category 2 will support localities, federally recognized tribal governments, nonprofits, and school districts to implement training, develop school threat assessment teams and/or intervention teams to identify violence risks, introduce technologies like anonymous reporting tools, or apply other school safety strategies that assist in preventing violence.

OJP is committed to advancing work that furthers DOJ's mission to uphold the rule of law, to keep our country safe, and to protect civil rights. OJP provides federal leadership, funding, and other critical resources to directly support law enforcement, combat violent crime, protect American children, provide services to American crime victims, and address public safety challenges, including human trafficking and the opioid crisis.

### Key Dates and Times

|                                         |                    |
|-----------------------------------------|--------------------|
| <b>Funding Opportunity Release Date</b> | September 18, 2025 |
|-----------------------------------------|--------------------|

|                                                |                                                                                                                                                                |
|------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>Pre-Application Webinar</b>                 | Details about a webinar for this NOFO will be provided at a later date. Please be sure to check BJA's <a href="#">Upcoming Events</a> for further information. |
| <b>SAM.gov Registration/Renewal</b>            | Recommend beginning process by September 27, 2025, and no later than October 13, 2025                                                                          |
| <b>Step 1: Grants.gov Application Deadline</b> | 11:59 p.m. Eastern Time on October 27, 2025                                                                                                                    |
| <b>Step 2: JustGrants Application Deadline</b> | 8:59 p.m. Eastern Time on November 3, 2025                                                                                                                     |

## Funding Details

**Total Amount to Be Awarded Under This Funding Opportunity:** \$83,000,000

- **C-BJA-2025-00081-PROD, Category 1: States**
  - Anticipated Number of Awards: 10
  - Anticipated Award Ceiling: \$2,000,000
  - Anticipated Period of Performance Start Date: October 1, 2025
  - Anticipated Period of Performance Duration: 36
- **C-BJA-2025-00082-PROD, Category 2: Localities, Federally Recognized Tribal Governments, Nonprofits, and School Districts**
  - Anticipated Number of Awards: 69
  - Anticipated Award Ceiling: \$1,000,000
  - Anticipated Period of Performance Start Date: October 1, 2025
  - Anticipated Period of Performance Duration: 36

*Note: Applicants may propose a budget that is less than the anticipated award ceiling amount. The budget should be reasonable to conduct the proposed project and be within the applicant's capacity to manage.*

## Availability of Funds

This funding opportunity, and awards made under this funding opportunity, are subject to the availability of funding and any changes or additional requirements that may be imposed by the agency or by law. In addition, nothing in this NOFO is intended to, nor does it, create any right or benefit, substantive or procedural, enforceable at law or in equity by any party against the United States or its departments, agencies, entities, officers, employees, agents, or any other person.

## Statutory Authority

Full-Year Continuing Appropriations Act, 2025 (Pub. L. No. 119-4, Div. A, Secs. 1101(a)(2) and 1301(4), 139 Stat. 9, 10-11, 17; see Pub. L. No. 118-42, 138 Stat. 25, 149, para. 17) and

Bipartisan Safer Communities Supplemental Appropriations Act, 2022 (Pub. L. No. 117-159, 136 Stat. 1313, 1339); 28 U.S.C. 530C.

## Agency Contact Information

For assistance with the requirements of this funding opportunity:

**OJP Response Center**

Phone: 800-851-3420 or 202-353-5556 (TTY for hearing-impaired callers only)

Email: [OJP.ResponseCenter@usdoj.gov](mailto:OJP.ResponseCenter@usdoj.gov)

Hours of operation: 9:00 a.m. to 5:00 p.m. Eastern Time (ET) Monday–Friday

For assistance with **SAM.gov** (registration/renewal):

**SAM.gov Help Desk**

Phone: 866-606-8220

Web: [SAM.gov Help Desk \(Federal Service Desk\)](#)

Hours of operation: 8:00 a.m. to 8:00 p.m. ET Monday–Friday

For assistance with **Grants.gov** (registration, submission of the Application for Federal Assistance SF-424):

**Grants.gov Customer Support Hotline**

Phone: 800-518-4726, 606-545-5035

Email: [support@grants.gov](mailto:support@grants.gov)

Web: [Grants.gov Customer Support](#)

Hours of operation: 24 hours a day, 7 days a week, except on federal holidays

For assistance with **JustGrants** (registration, submission of full application):

**JustGrants Service Desk**

Phone: 833-872-5175

Email: [JustGrants.Support@usdoj.gov](mailto:JustGrants.Support@usdoj.gov)

Hours of operation: 7:00 a.m. to 9:00 p.m. ET Monday–Friday and 9:00 a.m. to 5:00 p.m. ET on Saturday, Sunday, and federal holidays.

For procedures related to unforeseen technical issues beyond the control of the applicant that impact submission by the deadlines, see [Experiencing Technical Issues Preventing Submission of an Application \(Technical Waivers\)](#).

## Resources for Applying

**Pre-Application Webinar:** Details about a webinar for this NOFO will be provided at a later date. Please be sure to check BJA's [Upcoming Events](#) for further information.

**OJP Grant Application Resource Guide:** Referred to as the “Application Resource Guide” throughout the NOFO, this resource provides guidance to help applicants for OJP funding prepare and submit their applications.

**JustGrants Application Submission Training Webpage:** Offers helpful information and resources on the grant application process.

**Note:** If this NOFO requires something different from any guidance provided in the [Application Resource Guide](#), the difference will be noted in this NOFO, and the applicant should follow the guidance in this NOFO.



## ELIGIBILITY

### Eligible Applicants

The types of entities that are eligible to apply for this funding opportunity are listed below:

#### Category 1

- **Government Entities**
  - State governments
- **Educational Organizations**
  - Public and state-controlled institutions of higher education

#### Category 2

- **Government Entities**
  - County governments
  - City or township governments
  - Special district governments
  - Native American tribal governments (federally recognized)
- **Educational Organizations**
  - Independent school districts
  - Private institutions of higher education
- **Nonprofit Organizations**
  - Nonprofits having a 501(c)(3) status with the Internal Revenue Service (IRS), other than institutions of higher education
  - Nonprofits that do not have a 501(c)(3) status with the IRS, other than institutions of higher education
- **Other**
  - Units of local government
  - Private K–12 schools, including private charter schools
  - Public charter schools

**State Government Entities:** For the purposes of this NOFO, “state” means any state of the United States, the District of Columbia, the Commonwealth of Puerto Rico, the U.S. Virgin Islands, Guam, American Samoa, and the Commonwealth of the Northern Mariana Islands.

#### **“Other” Entities Definition:**

- Private K–12 schools, including private charter schools, should apply as “nonprofits.” Public charter schools should apply as “independent school districts.”
- **Other Units of Local Government:** For the purposes of this NOFO, other units of local government include towns, boroughs, parishes, villages, or other general purpose political subdivisions of a state.

#### **Limit on Number of Applications**

An applicant may only submit one application in response to this NOFO. That application can apply to only one category of the NOFO. An entity may be proposed as a subrecipient in more than one application.

Applications under which two or more entities (project partners) would carry out the federal award will be considered. However, only one entity may be the applicant for the NOFO; any others must be proposed as subrecipients. See the [Application Resource Guide](#) for additional information on subawards.

### Cost Sharing/Match Requirement

This NOFO does **not** require cost sharing/match.





## PROGRAM DESCRIPTION

### General Purpose of the Funding

The Student, Teachers, and Officers Preventing School Violence Act of 2018 (or STOP School Violence Act) describes the following allowable uses of funding for school safety projects:

- Training to prevent student violence against others and self, including training for local law enforcement officers, school personnel, and students.
- The development and operation of anonymous reporting systems for threats of school violence, including mobile telephone applications, hotlines, and internet websites.
- The development and deployment of:
  - School threat assessment and intervention teams that include coordination with law enforcement agencies and school personnel.
  - Specialized training for school officials in responding to mental health crises.
- Any other measure that, in the determination of the BJA Director, may provide a significant improvement in training, threat assessments and reporting, and violence prevention.

BJA's STOP School Violence Program is designed to improve school safety and security by providing students and teachers with the tools they need to recognize, respond quickly to, and help prevent acts of violence.

This NOFO has two categories:

- **Category 1: States**  
Category 1 will support states to implement training, develop school threat assessment teams and/or intervention teams to identify violence risks, introduce technologies like anonymous reporting tools, or apply other school safety strategies that assist in preventing violence.
- **Category 2: Localities, Federally Recognized Tribal Governments, Nonprofits, and School Districts**  
Category 2 will support localities, federally recognized tribal governments, nonprofits, and school districts to implement training, develop school threat assessment teams and/or intervention teams to identify violence risks, introduce technologies like anonymous reporting tools, or apply other school safety strategies that assist in preventing violence.

NOTE: Under the STOP School Violence Act, BJA funds cannot be used for the purchase of target hardening equipment to secure schools such as cameras, security systems, fencing, locks, drug- or firearm-detecting dogs, and more. In addition, these funds cannot be used to hire armed security officers or school resource officers. Applicants interested in funding for target hardening equipment should see the Office of [Community Oriented Policing Services \(COPS\) School Violence Prevention Program \(SVPP\)](#). Applicants interested in hiring new school resource officers should see the [COPS Hiring Program](#).

Applicants should refer to [Application Contents, Submission Requirements, and Deadlines: Budget Detail Form](#) for information on allowable and unallowable costs that may inform the development of their project design.

## Agency Funding Priorities

In order to advance public safety and help meet its mission, OJP will provide priority consideration to applicants that propose (as applicable within the scope of this funding opportunity) projects designed to advance the goals listed below. Applicants seeking priority consideration should specify in the proposal narrative (and in the budget detail form, if applicable) which of the following goal(s) the project is intended to advance and how it will do so:

- (a) Directly supporting law enforcement operations (including immigration law enforcement operations);
- (b) Combatting violent crime;
- (c) Supporting services to American citizens;
- (d) Protecting American children; and
- (e) Supporting American victims of trafficking and sexual assault.

In addition to the Agency priorities listed above, priority will be given under this NOFO when making award decisions to applicants that demonstrate they currently have established school-based behavioral threat assessment and management (BTAM) teams, or that propose project(s) that are designed to implement school-based BTAM teams. School-based BTAM teams are multidisciplinary groups that identify, evaluate, and address concerning behaviors to prevent school violence and self-harm. These teams include administrators, mental health professionals (counselors, psychologists), and law enforcement, focusing on the specific behaviors and context of a threat. By providing support and intervention, teams aim to manage risks and offer resources to individuals at risk, fostering a safer school environment. Applicants seeking this priority consideration should specify in the abstract and proposal narrative (and in the budget detail form, if applicable).

**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 does not guarantee a funding award.

## Unallowable Uses of Funds

The following are certain unallowable costs and certain activities that are out of the program scope and will not be funded.

1. Out of program scope is any program or activity, at any tier that, directly or indirectly, violates (or promotes or facilitates the violation of) federal immigration law (including 8 U.S.C. § 1373) or impedes or hinders the enforcement of federal immigration law—including by failing to comply with 8 U.S.C. § 1373, give access to DHS agents, or honor DHS requests and provide requested notice to DHS agents.
2. Out of program scope is any program or activity, at any tier that violates any applicable Federal civil rights or nondiscrimination law. This includes violations that (1) indirectly violate the law, including by promoting or facilitating violations; or (2) unlawfully favor individuals in any race or protected group, including on a majority or minority, or privileged or unprivileged, basis, within a given area, population, or sector.

3. As specified in the [DOJ Grants Financial Guide](#), in Chapter 3.13 “Unallowable Costs” (“Legal Services for Aliens”), any obligations of funds, at any tier, under this award to provide (or to support the provision of) legal services to any removable alien or any alien otherwise unlawfully present in the United States shall be unallowable costs for purposes any award made under this notice, but the foregoing shall not be understood to apply: (1) to legal services to obtain protection orders for victims of crime; or (2) to immigration-related legal services that may be expressly authorized or required by any law, or any judicial ruling, governing or applicable to the award.

## Program Goals and Objectives

**Goal:** The goal of the STOP School Violence Program is to improve school safety by providing students and teachers with the tools they need to recognize, quickly respond to, and help prevent acts of violence.

**Objective 1:** Train school personnel and educate students on preventing student violence against others and themselves. This can include anti-bullying training and/or specialized training for school officials and law enforcement to respond to mental health crises.

**Objective 2:** Increase school safety by developing and implementing threat assessment and/or intervention teams to identify school violence risks and implement strategies to mitigate those risks.

**Objective 3:** Implement a technology solution, such as an anonymous reporting technology that can be implemented as a smartphone app, a hotline, or a website in the applicant’s geographic area designed to provide a way for students, teachers, faculty, and community members to anonymously identify school violence threats, or other technology solutions that will improve school safety.

Successful applicants will receive free training and technical assistance support from the [National Center for School Safety](#). The National Center for School Safety works with STOP grantees to successfully implement school safety solutions and has a clearinghouse of resources including publications, toolkits and webinars on topics related to the STOP School Violence Program.

STOP funds may not be used to address violence on the campus of an institution of higher education. Applicant institutions of higher education may apply to implement programs in other educational environments, such as K–12 schools.

## How Awards Will Contribute to Program Goals/Objectives

Award recipients will plan and implement solutions that will improve school safety and prevent acts of violence. The recipients will focus on implementing training to prevent student violence against others and self, school threat assessments and/or intervention teams to identify school violence risks among students; implementing technological solutions shown to increase school safety; or other school safety strategies that assist in preventing school violence.

## Expected Outcomes: Deliverables and Performance Measures

To achieve the goals and objectives of this funding opportunity, OJP has identified expected deliverables that must be produced by a recipient. OJP has also identified performance measures (pieces of data) that will indicate how a recipient is achieving the performance goals

and objectives previously identified. Recipients will need to collect and report this performance measure data to OJP.

OJP will measure success by reviewing a recipient's submission of performance reports and data and the extent to which project implementation reflects progress toward the goals and objectives of this NOFO.

## Deliverables

Award recipients will be expected to develop and submit the deliverables listed below in the course of implementing their proposed project.

**Eligible applicants may only submit one application.** The proposals may include one or more of the following deliverable areas:

**(1) Develop and operate technology solutions** such as anonymous reporting systems (ARS) for threats of school violence, including mobile telephone applications, hotlines, websites, or other school safety technology solutions, for accurate identification of danger or other technology solutions shown to improve school safety. Applicants will demonstrate in their applications or with attached letters of support or memorandums of understanding (MOUs) that they have the support of relevant team partners, including local law enforcement. Applicants should also discuss how this system will not duplicate but complement existing ARS systems in the jurisdiction or state. Applicants will need to detail how the data collected through this system is handled, secured, and shared.

**(2) Develop and implement multidisciplinary behavioral threat assessment (BTA) and/or intervention teams.** BTA and/or intervention teams must be multidisciplinary and should coordinate with law enforcement agencies, behavioral health specialists, community stakeholders, and school personnel. Applicants should demonstrate in their applications or with attached letters of support or MOUs that they have the support of relevant team partners.

**(3) Train school personnel and educate students on preventing school violence.** This includes anti-bullying and suicide prevention training and can include specialized training for school officials to respond to mental health crises.

For more information related to policies and protocols to address student privacy and data security see, [studentprivacy.ed.gov](https://studentprivacy.ed.gov) and [studentprivacy.ed.gov/resources/school-resource-officers-school-law-enforcement-units-and-ferpa](https://studentprivacy.ed.gov/resources/school-resource-officers-school-law-enforcement-units-and-ferpa).

Applications must ensure that the improvements to be funded under the grant are:

- Protective of student privacy, as required by the Family Educational Rights and Privacy Act (FERPA) and applicable state privacy laws; ensure that students are not discriminated against on the basis of race, national origin, disability, religion, or sex.
- Limited to allow personnel in law enforcement agencies to receive student information from education records only when such disclosure is necessary to protect the health or safety of the student or other individuals (e.g., necessary to prevent school violence).
- Consistent with a comprehensive approach to preventing school violence.
- Individualized to the needs of each school at which those improvements are to be made.

## Digital Trust

Technological devices, artificial intelligence, predictive analytics, and other data-driven solutions (“technological enhancements”) are increasingly used to augment crime-reduction strategies and efforts. Care must be taken to assess and address any potential harm that could be activated by these solutions to ensure privacy, civil rights, and civil liberties are protected.

Applicants proposing to utilize grant funds to support technological enhancements must include a response to the following:

- How the technology will be carefully implemented through training of personnel and the setting and enforcement of policies governing its use to ensure that it contributes to positive outcomes for public safety, the community, and/or the criminal justice system.
- How the applicant will safeguard privacy, civil rights, and civil liberties throughout the duration of the project period.

Applicants proposing to implement an ARS in a state or jurisdiction that has an existing ARS system should describe how the proposed ARS system will not be duplicative.

All applicants should be aware that under federal law, OJP may not award grant funds to procure or obtain any equipment, system, or service that uses “covered telecommunications equipment or services” as a substantial or essential component of any system, or as critical technology as part of any system. In general, with limited exceptions, “covered telecommunications equipment or services” includes telecommunications and video surveillance equipment or services produced by a foreign entity that is specifically designated by statute or by the federal government pursuant to statute.

## Determination of Suitability for Covered Individuals Who May Interact with Participating Minors Award Condition

If the applicant indicates that a purpose of some or all of the activities to be carried out under the award (whether by the recipient, or a subrecipient at any tier) is to benefit a set of individuals under 18 years of age, the recipient, and any subrecipient at any tier, must make determinations of suitability before certain individuals may interact with participating minors. This requirement applies regardless of an individual's employment status. The recipient (and any subrecipient at any tier) may not permit any covered individual to interact with any participating minor in the course of activities under the award, unless the recipient or subrecipient first has made a written determination of the suitability of that individual to interact with participating minors. A condition will be attached to all awards related to this requirement but applies to an award only if it is indicated in the application that the purpose of the activities will benefit individuals under the age of 18. Additional information can be found [here](#).

Program objectives and deliverables should be included in one timeline.

## Performance Measures

OJP will require each award recipient to submit regular performance reports that communicate progress toward achieving the goals and objectives identified in [Program Goals and Objectives](#). Applicants can visit [OJP's performance measurement page](#) at [ojp.gov/performance](https://ojp.gov/performance) for more information on performance measurement activities.

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

## Funding Instrument

OJP expects to make awards under this funding opportunity as grants. See the [Administrative, National Policy, and Other Legal Requirements](#) section of the [Application Resource Guide](#) for a brief discussion of important statutes, regulations, and award conditions.





## APPLICATION CONTENTS, SUBMISSION REQUIREMENTS, AND DEADLINES

This NOFO contains all the information needed to apply for this funding opportunity. The application for this funding opportunity is submitted through web-based forms and attachments in Grants.gov and JustGrants through the steps that follow.

### Unique Entity Identifier (UEI) and SAM.gov Registration

To submit an application, an applicant must have an active registration in the [System for Award Management \(SAM.gov\)](#). SAM.gov assigns entities a unique entity identifier (UEI) that is required for the entity to apply for federal funding. Applicants will enter their UEI with their application. Award recipients must then maintain an active UEI for the duration of their award's period of performance.

**First-time Registration:** Entities registering in SAM.gov for the first time will submit information about their entity type and structure, financial information (such as dates of the fiscal year, banking information, and executive compensation), entity points of contact, and other information. The information is reviewed and verified by SAM.gov, and then a UEI is issued. This process may take several weeks, so entities considering applying for funding should begin the registration process as soon as possible.

**Renewing an Existing Registration:** Entities must renew their SAM.gov registration every 12 months to keep it active. If an entity does not renew their SAM.gov registration, it will expire. An expired registration can delay or prevent the submission of an application for funding in Grants.gov and JustGrants.

Applicants are encouraged to start the SAM.gov registration or renewal process **at least 30 days prior to the application's Grants.gov deadline**. Applicants who fail to begin the registration or renewal process at least 10 business days prior to the Grants.gov deadline may not be able to complete the process in time and will not be considered for a technical waiver that allows for late submission.

### Submission Instructions: Summary

Applications must be submitted to DOJ electronically through a two-step process that begins in Grants.gov and is completed in JustGrants. See [Basic Information: Key Dates and Times](#) for the Grants.gov and JustGrants application deadlines.

- **Step 1:** The applicant must submit the required [Application for Federal Assistance SF-424](#) by the Grants.gov deadline.
- **Step 2:** The applicant must submit the full application, including attachments, through JustGrants by the deadline (see [JusticeGrants.usdoj.gov](#)).

### Submission Step 1: Grants.gov Submission of SF-424

#### Access/Registration

If the applicant does not already have a Grants.gov account, they will need to register for this opportunity in Grants.gov. Applicants should follow the Grants.gov [Quick Start Guide for Applicants](#) to register, create a workspace, assign roles, submit an application, and troubleshoot issues.

## Submission of the SF-424

Applicants will begin the application process in Grants.gov with the submission of the SF-424, which collects the applicant's name, address, and UEI; the funding opportunity number; and proposed project title, among other information. The SF-424 must be signed by the Grants.gov Authorized Organizational Representative for the applicant.

See the [Application Resource Guide](#) for additional information on completing the SF-424.

**Section 8F – Applicant Point of Contact:** Please include the name and contact information of the individual **who will complete the application in JustGrants**. JustGrants will use this information (*i.e.*, email address) to assign the application to this user in JustGrants.

**Section 19 – Intergovernmental Review:** This funding opportunity is not subject to [Executive Order \(E.O.\) 12372](#) (Intergovernmental Review). Applicants should answer section 19 by selecting, "Program is not covered by E.O. 12372."

**An applicant should submit the SF-424 as early as possible and recommended not later than 48 hours before the Grants.gov deadline.** If an applicant fails to submit the SF-424 in Grants.gov by the deadline, they will be unable to submit their application in JustGrants.

Once the first part of the application has been successfully submitted in Grants.gov, the Grants.gov Workspace status will change from "In Progress" to "Submitted." Applicants will also receive a series of four Grants.gov email notifications. Refer to the [DOJ Application Submission Checklist](#) for additional details.

If an applicant needs to update information in the SF-424 after it is submitted in Grants.gov, they can update the information as part of their JustGrants submission (see [Application Contents, Submission Requirements, and Deadlines: Standard Applicant Information](#)). They do not need to submit an update in Grants.gov.

## Submission Step 2: JustGrants Submission of Full Application Access/Registration

For first-time JustGrants applicants, once the application is received from Grants.gov, DOJ will send an email (from DIAMD-NoReply@usdoj.gov) to the email address listed in Section 8F of the SF-424 with instructions on how to create a JustGrants account. This email should arrive within 24 hours after confirmation from Grants.gov of the SF-424 submission.

Creating and setting up a JustGrants account consists of three steps:

1. Follow the instructions in the email to first confirm who will be the Entity Administrator (the person who manages which staff can access JustGrants on behalf of the applicant).
2. Log in to JustGrants and confirm the information in the Entity Profile.
3. Invite other individuals who will serve as the Application Submitter and the Authorized Representative for the applicant to register for JustGrants.

These steps should be completed in JustGrants as early as possible and recommended not later than 48 hours before the JustGrants deadline. Once registered in JustGrants, the Application Submitter will receive a link in an email to complete the rest of the application in JustGrants. Applicants can find additional information on JustGrants registration in the [DOJ Grant Application Submission Checklist](#).



## Preparing for Submission

Some of the required sections of the application will be entered directly into JustGrants, and other sections will require documents to be uploaded and attached. Therefore, applicants should allow enough time before the JustGrants deadline to prepare, enter, and upload all the requirements of the application.

Applicants may save their application in the system and add to or change the application as needed prior to hitting the “Submit” button at the end of the application in JustGrants. After the application deadline, no changes or additions can be made to the application. **OJP recommends that applicants submit the complete application package in JustGrants at least 48 hours prior to the JustGrants deadline.**

For additional information, including file name and type requirements, see the “How To Apply” section in the [Application Resource Guide](#).

## Standard Applicant 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 can make whatever edits are needed. Within this section, the applicant will need to add ZIP codes for areas affected by the project; confirm their Authorized Representative; and confirm the organization’s unique entity identifier, legal name, and address.

## Proposal Abstract

A proposal abstract (no more than 2,000 characters) summarizing the proposed project must be completed in the JustGrants web-based form. The text from abstracts will be made publicly available on the OJP.gov and USASpending.gov websites if the project is awarded, so this section of the application should not contain any personally identifiable information (e.g., the name of the project director).

The abstract should be in paragraph form without bullets or tables and written in the third person (e.g., they, the community, their, themselves, rather than I or we). The abstract should include the following information:

- The name of the applicant’s proposed project.
- The purpose of the proposed project (i.e., what the project will do and why it is necessary).
- Where the project will take place (i.e., the service area, if applicable).
- Who will be served by the project (i.e., who will be helped or have their needs addressed by the project).
- What activities will be carried out to complete the project.
- The subrecipient(s)/partner organizations or entities, if known.
- Deliverables and expected outcomes (i.e., what the project will achieve).

See the [Application Resource Guide](#) for an [example](#) of a proposal abstract.

## Data Requested With Application

### Financial Management and System of Internal Controls Questionnaire (including Applicant Disclosure of High-Risk Status)

The Financial Management and System of Internal Controls Questionnaire helps OJP assess what financial management and internal control systems the applicant has in place, whether these systems would be sufficient to maintain a funding award, and the associated potential risks of an applicant as part of the pre-award risk assessment process. Every OJP applicant (other than an individual applying in their personal capacity, not representing an applicant organization) is required to complete the web-based form in JustGrants. See the [Application Resource Guide: Financial Management and System of Internal Controls Questionnaire \(including Applicant Disclosure of High-Risk Status\)](#) for additional guidance on how to complete the questionnaire.

### Agency Funding Priorities Inventory

Applicants seeking priority consideration under the [Agency Funding Priorities](#) section should answer the inventory questions in their entirety in the web-based form in JustGrants.

### Proposal Narrative

An applicant may only submit one application in response to this NOFO. An entity may be proposed as a subrecipient in more than one application.

**Format of the Proposal Narrative:** The Proposal Narrative will be submitted as an attachment in JustGrants. The attached document should be double-spaced, using a standard 12-point size font; have no less than 1-inch margins; have numbered pages; and should not exceed 15 pages. If the Proposal Narrative does not comply with these restrictions, OJP may consider such noncompliance in peer review and in final award decisions. Tables and charts such as project timelines and resumes may be submitted as separate attachments and will not count toward the 15-page limit.

**Sections of the Proposal Narrative:** The Proposal Narrative must include the six sections listed below. If the applicant seeks priority consideration, the Proposal Narrative must state which priority goal(s) the applicant's project will advance and describe how (see the [Agency Funding Priorities](#) section under Program Description).

**1. Description of the Need:** What critical issue or problem is the applicant proposing to address with this project? Please include:

- A brief explanation of the need, gap, or issue to be addressed by the proposed project.
- How the need relates to the purpose of the NOFO.
- Describe why this project/these proposed activities are necessary (significance/value) and/or address a need.
- Supporting information, data, or evidence to demonstrate the need's existence, size, and impact on the target population and community.
- Applicants must use specific, current, local data to demonstrate the importance and necessity of the project in this section. Evidence quantifying the problem to be addressed should be gathered directly from the target school(s) or school district(s).
- Use measurable evidence such as rates of school violence, disciplinary actions, school safety surveys, local crime rates, or gaps in resources specific to your school district or community.

- Applications relying solely on national or generalized statistics will not meet the requirements of this section.

**2. Project Goals and Objectives:** How will the proposed project address the need identified and address the purpose of the NOFO? Please include:

- Project goals (goals are broad, visionary statements on what the applicant hopes to accomplish).
- Project objectives (objectives are specific outcomes the applicant plans to achieve through project activities).
- How the applicant's goals and objectives relate to the goals and objectives of the NOFO.

**3. Project Design and Implementation:** How will the applicant implement project activities that meet the goals and objectives? Please include:

- Describe the strategy to address the needs identified in the Description of the Need.
- What activities the applicant will conduct to achieve the proposed goals and objectives. Applicants should be specific when listing the proposed project activities and describe how they relate to the stated objective. Activities are the specific actions to be undertaken to fulfill the program's objectives and reach the program's goal.
- Provide a detailed description of the method(s) to be used to carry out each activity and include a description of all individuals/groups that are involved in the project and that will be served by the project.
- How the applicant will deliver or complete those activities and when the activities will take place. Provide a timetable indicating roughly when activities or program milestones are to be accomplished. The applicant should build in a 3-month planning period and phased approach at the beginning of the project that includes working with the training and technical assistance provider on meeting benchmarks (i.e., logic model, partnership formation, evaluation plan if applicable, and sustainability plan). The Project Design and Implementation should discuss the project timeline, but applicants may also include a timeline chart as a separate attachment that will not count toward the 15-page limit.
- Who in the applicant's organization will staff the activities, including key staff.
- Who will participate in and benefit from the activity.
- Clearly outline the different school(s)/school district(s) where the project will be implemented. Include a description of why these schools were selected.
- Demonstrate through description in the narrative, attached letters of support, or attached memorandums of understanding (MOUs) that the applicant has the full support of project partners related to the implementation of the project.
- Applicants should demonstrate how they plan to coordinate and collaborate with these local partners. Evidence shows that collaboration with law enforcement is critical to the success of projects pertaining to such activities as anonymous reporting systems and behavioral threat assessments.
- Describe what type of violence will be addressed or prevent and how grant funding will address the strategy proposed and the benefits.
- Describe how the proposed project fits into the overall safety strategy of the school(s) or school district(s).
- What deliverables, reports, and other items will be produced as part of the project.

- If the applicant plans to use subrecipients to help conduct the project, please name them (if they are known) or describe how the applicant will identify them. Please describe their role in conducting project activities.

**4. Capabilities and Competencies:** What administrative and technical capacity and expertise does the applicant bring to successfully complete this project? Please include:

- A short description of the applicant's capacity to deliver the proposed project and meet the requirements of the award, including collecting and reporting the required performance measure data. Who will be responsible for this task, and how will the applicant collect the data? Refer to [Program Description: Performance Measures](#) for additional details on performance measures for this funding opportunity.
- A description of projects or activities the applicant organization has conducted, or is currently conducting, that demonstrate the applicant's ability to undertake the proposed project activities.
- A summary of relevant experience of team members with key responsibilities for implementing the project.
- For projects involving community-based non-profit partners, indicate the number of years the organization(s) has partnered with the target school(s) and the structure of the relationship.

#### **5. Plan for Collecting the Data Required for This NOFO'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 project's impact. Describe the process to accurately report data.

Note: An applicant is not required to submit performance data with the application. Rather, performance measure information is included to provide notice that award recipients will be required to submit performance data as part of each award's reporting requirements.

#### **6. Plan for Sustainability**

- Describe how the project or technology will continue to operate and be maintained once the award funding has ended.

This plan should not assume that additional funding under this program is available after the award period, and it should identify state, local, or possibly private funding to ensure the program or technology continues.

**Project Evaluations:** An applicant that proposes to use award funds to conduct project evaluations must follow the guidance in the "[Note on Project Evaluations](#)" section in the [Application Resource Guide](#).

#### **Budget and Associated Documentation: Budget Detail Form**

The applicant will complete the JustGrants budget detail form. The form collects the individual costs under each cost category needed to implement the proposed project. Applicants should ensure that the name/description of each cost is clear and provide the detailed calculation (e.g., cost per unit and number of units) for the total cost. Applicants should enter additional narrative, as needed, to fully describe the cost calculations and connection to the project goals and objectives (including, if applicable, describing connections to OJP priority goals).

Budget proposals should include the funding needed to implement the proposed activities. In preparing their budget proposals, applicants should consider what types of costs are allowable, if awarded funding. Costs are allowable when they are reasonable, allocable to, and necessary for the performance of the project funded under the federal award and when they comply with the funding statute and agency requirements, including the conditions of the award and the cost principles set out in [2 C.F.R. Part 200, Subpart E](#) and the [DOJ Grants Financial Guide](#).

- Applicants should budget travel/lodging expenses for one grantee meeting during the full performance period of the project to meet with federal officials BJA STOP funds may not be used to address violence on the campus of an institution of higher education.
- BJA STOP Program funds may not be used for items considered “deterrent measures” or “target hardening,” which include but are not limited to metal detectors, weapon detectors, security cameras, ballistic glass, gates, fencing or any other item that would be considered “target hardening.” Applicants interested in these type of items should see the [COPS SVPP](#).
- **Subawards and Procurement Contracts.** Grantees must determine whether pass-through funds are considered subawards or procurement contracts. Per the DOJ Grants Financial Guide, the substance of the activity that has been contracted or subawarded will be the major factor considered. If program activities are delegated to another entity, that delegation will generally be considered a subaward. If goods or services are purchased or procured from another entity for the non-Federal entity’s own use, that activity will generally be considered a contract. For additional information on this topic, please refer to 2 CFR 200.330. In addition, OJP guidance documents ([www.ojp.gov/training/subawards-and-procurement](http://www.ojp.gov/training/subawards-and-procurement)) will help clarify the differences between subawards and procurements contracts.

The requirements for pass-through entities related to making and managing subawards are found in 2 CFR 200.332. See also DOJ Grants Financial Guide Section 3.14. Requirements include but are not limited to:

- Conducting a risk assessment of all subrecipients.
- Passing on all award conditions to the subrecipient.
- Monitoring each subrecipient.

Pass-through entities must maintain policies and procedures on making and monitoring subawards consistent with and inclusive of all federal requirements.

**Costs Associated With a Conference/Meeting/Training:** An applicant that proposes to use award funds for activities related to a conference, meeting, training, or similar event should review the [Application Resource Guide](#) for information on prior approval, planning, and reporting costs for a conference/meeting/training.

**Costs Associated With Language Assistance and Access:** If an applicant proposes a program or activity that would deliver services or benefits to individuals, the costs of taking reasonable steps to provide meaningful access to those services or benefits for individuals with limited English proficiency may be allowable in specific grant programs. Costs to provide reasonable accommodation and facilitate language access for individuals who are deaf or hard of hearing may also be allowable in specific grant programs. See the [Application Resource Guide](#) for information on costs associated with language assistance.

For additional information about how to prepare a budget for federal funding, see the [Application Resource Guide](#) section on “[Budget Preparation and Submission Information](#)” and the technical steps to complete the budget form in JustGrants in the [Complete the Application in JustGrants: Budget](#) training.

## **Budget and Associated Documentation: Budget/Financial Attachments**

**Indirect Cost Rate Agreement (if applicable):** An applicant with a current, federally approved indirect cost rate agreement should upload it as an attachment in JustGrants.

Indirect costs are costs of an organization that are not readily assignable to a particular project but are necessary for the operation of the organization and the performance of the project. Examples of costs usually treated as indirect include those incurred for operation and maintenance of offices or workspaces and salaries of administrative or support staff. The requirements for the development and submission of indirect cost proposals and cost allocation plans are listed in Appendices III–VII of 2 C.F.R. Part 200. A non-federal applicant should follow the guidelines applicable to its type of organization. See the [DOJ Grants Financial Guide](#) and the [OJP Grant Application Resource Guide](#) for additional information on indirect cost rate agreements.

**Consultant Rate (if applicable):** OJP has established maximum rates for consultants; see the “Listing of Costs Requiring Prior Approval” section of the [DOJ Grants Financial Guide](#) for more information. If an applicant proposes a rate for a consultant on their project that is higher than the established maximum rate and receives an award, then the award recipient must submit a document requesting approval for the rate and cannot incur costs at the higher rate without prior OJP approval. The award recipient must provide justification for why the proposed rate is higher than the established maximum rate, such as why the rate is reasonable and consistent with that paid for similar services in the marketplace.

## **Limitation on Use of Award Funds for Employee Compensation for Awards Over \$250,000; Waiver (if applicable):**

If an applicant proposes to hire employees with federal award funds, for any award of more than \$250,000, the recipient may not use federal funds to pay total cash compensation (salary plus cash bonuses) to any employee of the recipient at a rate that exceeds 110 percent 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. Applicants may request a waiver from this requirement by submitting the appropriate form. See the [Application Resource Guide](#) for information on the “Limitation on Use of Award Funds for Employee Compensation for Awards over \$250,000; Waiver.”

## **Disclosure of Process Related to Executive Compensation (if applicable):**

An applicant that is a nonprofit organization may be required to make certain disclosures relating to the processes it uses to determine the compensation of its officers, directors, trustees, and key employees. If applicable, the applicant will upload a description of the process used to determine executive compensation as an attachment in JustGrants. See the [Application Resource Guide](#) for information.

## **Memorandum of Understanding (MOU) (if applicable)**

For each named partner involved in the project (whether as a subrecipient that will receive federal funds to carry out part of the federal award, or otherwise), applicants should include



either a signed Memorandum of Understanding (MOU), a letter of intent that confirms the partner's agreement to support the project through commitments of staff time, space, services, or other project needs, or, include information in the narrative that confirms that each partner agrees to participate in the proposed project. MOUs or letters of intent demonstrate the commitment of partner organizations to participate in the project. An MOU is a formalized commitment of staff and/or resources that is signed by authorized representatives of both partner organizations. A letter of intent indicates the organizations' intention to partner, but the details of the commitment have not been fully worked out and officially agreed to.

Each MOU should include the following:

- Purpose of the MOU.
- Names of the organizations involved in the agreement.
- What service(s) and other work will be performed under the agreement by what organization.
- Any budget information such as specific funds allocated to other partners and for the stated purpose.
- Duration of the agreement.

MOUs should be submitted as one separate attachment to the application.

Unsigned draft MOUs may be submitted with the application, but the applicant should describe in a cover page to the attachment why it is unsigned.

## Additional Application Components

The applicant should attach the additional requested documentation listed below in JustGrants.

- **Curriculum Vitae or Resumes:** Provide resumes of key personnel who will work on the proposed project or a description of the experience and skills of key personnel necessary to implement the project.
- **Tribal Authorizing Resolution (if applicable):** An application in response to this NOFO may require inclusion of tribal authorizing documentation as an attachment. If applicable, the applicant will upload the tribal authorizing documentation as an attachment in JustGrants. See the [Application Resource Guide](#) for information on tribal authorizing resolutions.
- **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 upload documentation of its research and evaluation independence and integrity as an attachment in JustGrants. For additional information, see the [Application Resource Guide](#).
- **Request to Use Incentives or Stipends:** Given the nature of activities under this NOFO, applicants should be aware of allowable costs and reference the DOJ Grants Financial Guide for more information. Trinkets (items such as hats, mugs, portfolios, T-shirts, coins, and gift bags, regardless of whether they include the project name or OJP office logo) must not be purchased with DOJ funds as giveaways. Basic supplies that are necessary for use during an event (e.g., folders, name tags) may be purchased.

Generally, stipends are considered unallowable costs for BJA grants; however, given the nature of the grantees under this program, for the purpose of the use of stipends in lieu of overtime for staff personnel, stipends could be permissible for allowable activities. Justification related to the hourly rate and time commitment must be provided and should be classified as personnel costs. Additionally, food is considered unallowable costs for BJA grants; however, given the nature of the grantees under this program, for the purpose of the inclusion of food for allowable activities, justification related to the inclusion of food and prior approval will be required before grant funds are used for such purposes. All recipients and subrecipients (including any for-profit organization) must forgo any profit or management fee.

- **Timeline:** Provide a timeline listing key activities and milestones, and the quarters during which they will take place.

## Disclosures and Assurances

The applicant will address the following disclosures and assurances.

**Disclosure of Lobbying Activities:** JustGrants will prompt each applicant to indicate if it is required to complete and submit a lobbying disclosure under 31 U.S.C. § 1352.

The applicant is required by law to complete and submit a lobbying disclosure form (Standard Form/SF-LLL) if it has paid or will pay any person to lobby in connection with the award for which it is applying AND this application is for an award in excess of \$100,000. This disclosure requirement is not applicable to such payments by an Indian tribe, tribal organization, or any other Indian organization that are permitted by other federal law.

Lobbying means (for this requirement) influencing or attempting to influence an officer or employee of any agency, a member of Congress, an officer or employee of Congress, or an employee of a member of Congress. See 31 U.S.C. 1352; 28 C.F.R. part 69. Note: Most applicants do not engage in activities that trigger this disclosure requirement.

An applicant that is not required by law (31 U.S.C. 1352) to complete and submit a lobbying disclosure, should enter “No.” By doing so, the applicant is affirmatively asserting (under applicable penalties) that it has nothing to disclose under 31 U.S.C. § 1352 with regard to the application for the award at issue.

**Disclosure of Duplication in Cost Items:** To ensure funding coordination across grantmaking agencies, and to avoid unnecessary or inappropriate duplication of grant funding, the applicant must disclose if it has any pending applications or current awards for federal funding, including pending applications or awards for subawards of federal funds, for the same project and the same budget items included in this proposal. Complete and attach the JustGrants Applicant Disclosure of Duplication in Cost Items form. See the [Application Resource Guide](#) for additional information.

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

**DOJ Certifications:** Review the DOJ document [Certifications Regarding Lobbying; Debarment, Suspension and Other Responsibility Matters; Drug-Free Workplace Requirements; Coordination with Affected Agencies](#). An applicant must review and sign the certification document in JustGrants. See the [Application Resource Guide](#) for more 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 recipient 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, noncompliance with award terms and conditions on prior awards, or that is otherwise not responsible. See the [Application Resource Guide](#) for additional information.

## Submission Dates & Times

Refer to [Basic Information: Key Dates and Times](#) for the submission dates and times.

Applicants should submit their applications as early as possible and recommended not later than 48 hours before the deadlines. To be considered timely, the full application must be submitted in JustGrants by the JustGrants application deadline. Applicants will use the Certify and Submit feature in JustGrants to confirm that all required application components have been entered, which includes identifying the Authorized Representative for the applicant. Once the application is submitted, the Application Submitter, Authorized Representative, and Entity Administrator receive a confirmation email.

An applicant will receive emails after successfully submitting application components in Grants.gov and JustGrants and should retain all emails and other confirmations received from the SAM.gov, Grants.gov, and JustGrants systems.

## Experiencing Technical Issues Preventing Submission of an Application (Technical Waivers)

If an applicant misses a deadline due to unforeseen technical issues with SAM.gov, Grants.gov, or JustGrants, the applicant may request a waiver to submit an application after the deadline. OJP will only consider requests to submit an application via alternative methods or after the deadline when the applicant can document that there is a technical issue with a government system that was beyond their control and that prevents submission of the application via the standard process prior to the deadlines. Issues resulting from circumstances within the applicant's control, such as failure to begin the SAM.gov, Grants.gov, or JustGrants registration and application process in sufficient time, will not be considered.

Requests and documentation must be sent to the OJP Response Center at [OJP.ResponseCenter@usdoj.gov](mailto:OJP.ResponseCenter@usdoj.gov). Applicants should follow these steps if they experience a technical issue:

- 1. Contact the relevant help desk to report the issue and receive a tracking number.**

See [Basic Information: Contact Information](#) for the phone numbers, email addresses, and operating hours of the SAM.gov, Grants.gov, and JustGrants help desks. Reports of technical issues to the help desk must occur **before** the application deadline.

If an applicant calls the help desk and experiences a long wait time, they can also email the help desk to obtain a tracking number. Tracking numbers are generated automatically when an applicant emails the applicable service desk, and for this reason, long call wait times for support do not relieve the applicant of the responsibility of getting a tracking number.

**2. If an applicant has technical issues with SAM.gov or Grants.gov, the applicant must contact the OJP Response Center at [OJP.ResponseCenter@usdoj.gov](mailto:OJP.ResponseCenter@usdoj.gov) within 24 hours of the Grants.gov deadline to request approval to submit after the deadline. The applicant's request will need to include:**

- A description of the technical difficulties experienced (provide screenshots if applicable).
- A timeline of the applicant's submission efforts (e.g., date and time the error occurred, date and time of actions taken to resolve the issue and resubmit, and date and time support representatives responded).
- An attachment of the complete grant application and all the required documentation and materials (this serves as a "manual" submission of the application).
- The applicant's unique entity identifier (UEI).
- Any SAM.gov, Grants.gov, and JustGrants Service Desk tracking/ticket numbers documenting the technical issue.

**3. If an applicant has technical issues with JustGrants that prevent application submission by the deadline, the applicant must contact INSERT the OJP Response Center at [OJP.ResponseCenter@usdoj.gov](mailto:OJP.ResponseCenter@usdoj.gov) within 24 hours of the JustGrants deadline to request approval to submit after the deadline. See step 2 for the list of information the applicant must provide as part of its request.**

As a reminder: the waiver request will not be considered unless it includes documentation of attempts to receive technical assistance to resolve the issue prior to the application deadline. OJP will review each waiver request and the required supporting documentation and notify the applicant whether the request for late submission has been approved or denied. An applicant that does not provide documentation of a technical issue (including all information previously listed), or that does not submit a waiver request within the required time period, will be denied.

For more details on the waiver process, OJP encourages applicants to review the "Experiencing Technical Issues" section in the [Application Resource Guide](#).



## APPLICATION REVIEW

### Responsiveness (Basic Minimum Requirements) Review

OJP screens applications to ensure they meet the basic minimum requirements (BMR) prior to conducting the merit review. Following are the basic minimum requirements for this funding opportunity. If OJP determines that an application does not include these elements, it will not proceed to merit review and will not receive any further consideration.

- The application is submitted by an eligible applicant.
- The requested award amount does not exceed the award ceiling.
- The application is responsive to the scope of the NOFO.
- The following application elements are included:
  - SF-424 (Grants.gov)
  - Proposal Narrative (JustGrants)
  - Budget detail form, which includes the budget items, their calculations, and explanation (JustGrants)

Applicants whose application fails to meet the BMR are provided notice (including an appropriate point of contact for questions) within a few weeks after the submission due date.

### Merit Review Criteria

#### Peer Review Criteria

Applications that meet the basic minimum requirements will be evaluated for technical merit by peer reviewers based on how the proposed project/program addresses the following criteria:

- **Statement of the Problem/Description of the Issue (20%):** What critical issue or problem the applicant is proposing to address with this project.
- **Project Goals and Objectives (10%):** How the proposed project will address the identified need and the purpose of the funding opportunity.
- **Project Design and Implementation (20%):** The strength of how the applicant will implement activities, including the soundness of the project design and how the activities align to the stated goals and objectives.
- **Capabilities and Competencies (20%):** The applicant's administrative and technical capacity to successfully complete this project.
- **Budget (15%):** Completeness and cost effectiveness.
- **Plan for Collecting the Data Required for This NOFO's Performance Measures (5%):** The applicant's understanding of the performance data reporting requirements and the plan for collecting the required data.
- **Sustainability (10%):** Applicant's sustainability plan to address how the project or technology will continue to operate and be maintained once the award funding has ended. This plan should not assume that additional funding under this program is available after the award period, and it should identify state, local, or possibly private funding to ensure the program or technology continues.

#### Programmatic and Financial Review Criteria

After the peer review, applications undergo additional programmatic and financial reviews. OJP staff may reach out to applicants during the programmatic or financial review if a submitted form

is incomplete or needs to be updated. Note that OJP staff are not authorized to provide information on peer review scores or comment on programmatic, risk, or budget/financial reviews while the merit review is in progress.

In addition to BMR and peer review criteria, other important considerations for OJP include geographic coverage, strategic priorities (including, but not limited to, the priority areas already mentioned, if applicable), available funding, past performance, and the extent to which the budget detail form accurately explains project costs that are reasonable, necessary, and otherwise allowable under federal law and applicable federal cost principles. Cost sharing/match is not required for this opportunity; therefore, applicants will not receive higher consideration by proposing a voluntary match contribution in their budget.

## Risk Review

Pursuant to the Part 200 Uniform Requirements, before award decisions are made, OJP also reviews information related to applicant risk. OJP assesses whether an applicant with one or more prior federal awards has a satisfactory record of performance, integrity, and business ethics, including by (among other things) checking whether the applicant is listed in SAM.gov as excluded from receiving a federal award.

Depending on the severity and nature of the risk factors, the risk assessment may result in the removal of an applicant from consideration or selection for award, or it may result in additional post-award conditions and oversight for an awarded applicant.

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.gov.

**Important Note on Responsibility/Qualification Data (formerly FAPIIS):** An applicant may review and comment on any information about its organization that currently appears in SAM.gov and was entered by a federal awarding agency. OJP will consider such comments by the applicant, in addition to the other information in SAM.gov, in its assessment of the risk posed by the applicant.

## Selection Process

All final award decisions will be made by the Assistant Attorney General, unless a statute explicitly authorizes award decisions by another official or there is written delegation of authority to another official. This official may consider not only peer review ratings and program office recommendations, but also other factors as indicated in the “Application Review” section to make final award decisions. For additional information on the application review process, see the [Application Resource Guide](#).



## AWARD NOTICES

### Federal Award Notices

For successful applicants, JustGrants will send a system-generated email to the Application Submitter, Authorized Representative, and Entity Administrator with information on accessing their official award package in JustGrants. The award package will include key information (such as funding amount and period of performance) as well as award conditions that must be followed. The Authorized Representative for the entity should accept or decline the award within 45 days of the notification. See the [Application Resource Guide](#) for information on award notifications and instructions.

Applicants not selected for an award will receive notification after all award recipients have been notified. OJP also provides unsuccessful applicants with a summary of peer reviewer comments.

### Future Funding Opportunities

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

Applications submitted under this FY 2025 funding opportunity may be funded in future fiscal years, dependent on, among other considerations, the merit of the applications and the availability of appropriations.



# POST-AWARD REQUIREMENTS AND ADMINISTRATION

## Reporting

All award recipients under this funding opportunity will be required to submit the following reports and data:

- Quarterly financial reports.
- Semi-annual performance reports.
- Final financial and performance reports.
- If applicable, an annual audit report in accordance with the Part 200 Uniform Requirements or specific award conditions.

See the [Application Resource Guide](#) for additional information on specific post-award reporting requirements, including performance measure data and the method for submitting reports in OJP's online systems. Future awards and fund drawdowns may be withheld if reports are delinquent, and in appropriate cases, OJP may require additional reports.

### Performance Measure Reporting

Award recipients are required to submit performance measure data and performance reports in JustGrants on a semi-annual basis. Applicants selected for an award will receive further guidance on post-award reporting processes.

### Program- and Award-Specific Award Conditions

OJP includes various conditions on its awards. These may include program-specific conditions, which typically apply to all recipients of a funding opportunity, and award-specific conditions, which are included to address recipient-specific issues (e.g., programmatic or financial risk). Recipients may view all conditions, and actions required to satisfy those conditions, in the award package in JustGrants.

### 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 [Application Resource Guide](#).

### Civil Rights Compliance

If a successful applicant accepts funding from OJP—as a recipient of OJP funding—that award recipient must comply with certain federal civil rights laws that prohibit the award recipient from discriminating on the basis of race, color, national origin, sex, religion, or disability in how it delivers its program's services or benefits and in its employment practices. The civil rights laws that may be applicable to the award include, but are not limited to, Title VI of the Civil Rights Act of 1964, the nondiscrimination provisions of the Omnibus Crime Control and Safe Streets Act of 1968, and Section 504 of the Rehabilitation Act of 1973. These and other federal civil rights laws are discussed in greater detail on OJP's [Legal Overview—FY 2025 Awards](#) webpage under the



“Civil Rights Requirements” section. Additional resources are available from the [OJP Office for Civil Rights](#).

Compliance with Federal civil rights and nondiscrimination laws is material to the government’s decision to make any award and payment under this program, including for purposes of the False Claims Act, and each recipient will be required to certify (in its acceptance of the conditions of the award) that it does not operate any programs (including any such programs having components relating to diversity, equity, and inclusion) that violate any applicable Federal civil rights or nondiscrimination laws.

See OJP’s [Partnerships with Faith-Based and Other Neighborhood Organizations webpage](#) for specific information for faith-based organizations applying under this NOFO.

### **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 set out at 2 C.F.R. 200.303, comply with standards for financial and program management. See the [Application Resource Guide](#) for additional information.

### **Information Technology Security Clauses**

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

### **Other Reporting Requirements**

Applicants and recipients are required to notify OJP if you know that you or any of your organization’s principals for the award transaction are presently excluded or disqualified (i.e., debarred or suspended) or otherwise meet any of the criteria in 2 C.F.R. 180.335. Recipients must comply with requirements in 2 C.F.R. Part 180, as implemented by DOJ in 2 C.F.R. Part 2867, which, among other things, require recipients to check certain information sources and, in some cases, notify the federal awarding agency prior to the agency awarding federal funds via contracts or subawards.

If a recipient’s award includes a federal share of more than \$500,000 over the period of performance of the award, then the award (per 2 C.F.R. 200.113) will include a condition that may require the recipient to report and maintain certain information (relating to certain criminal, civil, and administrative proceedings) in SAM.gov. See the [Reporting Requirements page](#) for more information.





## OTHER INFORMATION

### Information Regarding Potential Evaluation of Programs and Activities

OJP may conduct or support an evaluation of the projects and activities funded under this NOFO. For additional information on what should be included in the application, see the [Application Resource Guide](#) section “Information Regarding Potential Evaluation of Programs and Activities.”

### Freedom of Information and Privacy Act

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

Applicants are advised not to include any unnecessary personally identifiable information, sensitive law enforcement information, or confidential financial information with the application.

### Provide Feedback to OJP

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



## APPLICATION CHECKLIST

### BJA FY25 Student, Teachers, and Officers Preventing (STOP) School Violence Program

This application checklist has been created as an aid in developing an application. For more information, reference the “[OJP Application Submission Steps](#)” in the [OJP Grant Application Resource Guide](#) and the [DOJ Application Submission Checklist](#).

#### SAM.gov Registration/Renewal

- Confirm that your entity’s registration in the System for Award Management (SAM.gov) is active through the NOFO period. Submit a new or renewal registration in SAM.gov, if needed (see [Application Resource Guide](#)).

#### Grants.gov Registration

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

#### Grants.gov Opportunity Search

- Search for the funding opportunity in Grants.gov using the opportunity number, assistance listing number, or keyword(s).
- Select the correct Competition ID.
  - **Category 1:** C-BJA-2025-00081-PROD
  - **Category 2:** C-BJA-2025-00082-PROD
- Access the funding opportunity and application package (see Step 7 under “[OJP Application Submission Steps](#)” in the [Application Resource Guide](#)).
- Sign up for Grants.gov email notifications (optional) (see [Application Resource Guide](#)).

#### Funding Opportunity Review and Project Planning

- Review all sections of the NOFO.
- Confirm your entity is eligible to receive funding (see [Eligibility: Eligible Applicants](#)).
- Confirm your proposed budget is within the allowable limits (see [Basic Information: Funding Details](#)), includes only allowable costs (see [Application Contents, Submission Requirements, and Deadlines: Budget Detail Form](#)), and includes cost sharing if applicable (see [Eligibility: Cost Sharing/Match Requirement](#)).
- Review the performance measures for this funding opportunity and confirm you will be prepared to collect and report on this data (see [Program Description: Performance Measures](#)).
- Review the “[Legal Overview—FY 2025 Awards](#)” in the [OJP Funding Resource Center](#) and confirm you are prepared to follow the requirements.
- Read OJP policy and guidance on conference approval, planning, and reporting under “Listing of Costs Requiring Prior Approval” in the [DOJ Grants Financial Guide](#) or see the [Application Resource Guide](#).

## Submission Step 1: Grants.gov

After registering with SAM.gov submit the SF-424 in Grants.gov.

- Complete and submit the SF-424 by the deadline.
- Confirm Section 8F of the SF-424 lists the name and contact information of the individual **who will complete the application in JustGrants.**
- Confirm that, within 48 hours of your submission in Grants.gov, you receive four (4) Grants.gov email notifications:
  - A submission receipt
  - A validation receipt
  - A grantor agency retrieval receipt
  - An agency tracking number assignment
- If no Grants.gov receipt and validation email is received, or if error notifications are received, contact the Grants.gov Customer Support Hotline at 800-518-4726, 606-545-5035, or [support@grants.gov](mailto:support@grants.gov) regarding technical difficulties (see the [Application Resource Guide](#) section on “[Experiencing Unforeseen Technical Issues](#)”).
- Confirm that, within 24 hours after receipt of confirmation emails from Grants.gov, the individual listed in Section 8F of the SF-424 receives an email from JustGrants with login instructions.

## Submission Step 2: JustGrants

- Complete the following information:
  - Entity and User Verification (first-time applicants)
  - Standard Applicant Information
  - Proposal Abstract
  - Organization Inventory, as applicable
  - Financial Management and System of Internal Controls Questionnaire (see [Application Resource Guide](#))
  - Agency Funding Priorities Inventory
- Upload the Proposal Narrative.\*
- Complete the budget detail form.\*
- Upload other budget/financial attachments, as applicable.
- Upload additional application components, as applicable.
- Complete the required disclosures and assurances:
  - Disclosure of Lobbying Activities and submission of SF-LLL, if prompted by the system
  - Disclosure of Duplication in Cost Items
  - DOJ Certified Standard Assurances
  - Applicant Disclosure and Justification—DOJ High-Risk Grantees
- Complete the required DOJ Certification on Lobbying; Debarment, Suspension and Other Responsibility Matters; Drug-Free Workplace Requirements; Coordination with Affected Agencies.

***\*Note: Items designated with an asterisk must be submitted for an application to meet the basic minimum requirements review. If OJP determines that an application does not include the designated items, it will neither proceed to peer review nor receive further consideration.***

## JustGrants Review, Certification, and Application Submission

- Address any validation errors displayed on screen after attempted submission, then return to the “Certify and Submit” screen to submit the application.
- Note the confirmation message at the top of the page. Users will also receive a notification in the “bell” alerts confirming submission.
- If you do not receive an application submission confirmation email or validation from JustGrants, or if you receive an error notification, please contact the JustGrants Service Desk at 833-872-5175 or [JustGrants.Support@usdoj.gov](mailto:JustGrants.Support@usdoj.gov). See the [Application Resource Guide](#) for additional information.