The U.S. Department of Justice, Office of Justice Programs (OJP), National Institute of Justice (NIJ) is seeking applications for funding to conduct regional outreach activities within the National Law Enforcement and Corrections Technology Center (NLECTC) System to improve the access to and awareness of relevant scientific and technology-related information by State and local criminal justice practitioners. This program furthers the Department’s mission by strengthening the capability of State and local criminal justice agencies to prevent and control crime.

Solicitation:
Criminal Justice Technology Regional Centers

Eligibility
(See “Eligibility,” page 3)

Deadline
Registration with the Office of Justice Programs’ Grant Management System (GMS) is required prior to application submission.
(See “Registration,” page 3)

All applications are due June 22, 2009, 11:45 p.m. eastern time.

Contact Information
For assistance with the requirements of this solicitation, contact Davis Hart, Deputy Chief of the Operational Technologies Division for Science and Technology, at 202–514–0993 or Davis.Hart@usdoj.gov.

This application must be submitted through the Office of Justice Programs' Grants Management System (GMS). For technical assistance with submitting the application, call the Grants Management System Support Hotline at 1–888–549–9901, option 3.

Note: The GMS Support Hotline hours of operation are Monday–Friday from 7 a.m. to 9 p.m. eastern time.

SL# 000881
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Criminal Justice Technology
Regional Centers
CFDA No. 16.560

Overview

The National Institute of Justice (NIJ) is the research, development, and evaluation agency of the U.S. Department of Justice (DOJ) and a component of the Office of Justice Programs (OJP). NIJ provides objective, independent, evidence-based knowledge and tools to enhance the administration of justice and public safety. NIJ solicits applications to inform its search for the knowledge and tools to guide policy and practice.

NIJ’s Office of Science and Technology operates and supports National Law Enforcement and Corrections Technology Centers (NLECTC), including regional centers. Regional centers serve as the initial point of entry for criminal justice practitioners to the NLECTC System and its resources. They are the NLECTC System’s principal means of outreach to the practitioner community. NIJ seeks applications for funding to transform the current regional centers structure to make it more sustainable and effective in performing that outreach mission. For the purposes of this solicitation, criminal justice agencies are defined to include law enforcement and corrections agencies, public crime laboratories, and public agencies involved in the criminal judicial process.

Deadline: Registration

Applicants must register with GMS prior to applying. The deadline to register is 11:45 p.m. eastern time on June 22, 2009.

Deadline: Application

The due date for applying for funding under this announcement is June 22, 2009, 11:45 p.m. eastern time.

Eligibility

In general, NIJ is authorized to make grants to, or enter into contracts or cooperative agreements with, States (including territories), local governments (including federally recognized Indian tribal governments that perform law enforcement functions), nonprofit and profit organizations (including tribal nonprofit and profit organizations), institutions of higher education (including tribal institutions of higher education), and certain qualified individuals. Foreign governments, foreign organizations, and foreign institutions of higher education are not eligible to apply.

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

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

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

Applicants are also encouraged to review the “Civil Rights Compliance” section of the "Other Requirements for OJP Applications" Web page, which also can be found at http://www.ojp.usdoj.gov/funding/other_requirements.htm.

American Indian Tribes and Alaska Native Tribes and/or Tribal Organizations: If a grant application is being submitted on behalf of a tribe or tribal organization, a current authorizing resolution of the governing body of the tribal entity or other enactment of the tribal council or comparable government body authorizing the inclusion of the tribe or tribal organization named in the application must be included with the application.

Specific Information—Criminal Justice Technology Regional Centers

The NLECTC System is a national resource for State and local law enforcement and corrections agencies, public crime laboratories, and public agencies involved in the criminal judicial process (hereafter, “court-related agencies”). The mission of the NLECTC System is to:

1. Support NIJ’s law enforcement technology research and development activities.
2. Support the transfer and implementation of technology into practice.
3. Assist in the development and dissemination of guidelines and technology standards.
4. Provide technology assistance, information, and support for law enforcement, corrections, and criminal justice purposes.

For purposes of this solicitation, law enforcement technology includes investigative and forensic technologies, corrections technologies, and technologies that support the criminal judicial process.

The NLECTC System currently consists of a National Center, regional centers, technology centers of excellence (COEs), and specialty centers, including the Office of Law Enforcement Standards (OLES) at the National Institute of Standards and Technology. All have a coordinated role to play in executing the NLECTC System’s multipart mission.

The National Center serves as the clearinghouse for law enforcement technology information for criminal justice agencies nationwide, primarily through the JUSTNET Web site and the TechBeat newsletter. The National Center also executes NIJ’s standards-based compliance testing program.

The COEs serve as the NLECTC System’s authoritative resource in their technology areas of focus, such as communications and forensics. Their primary roles include supporting NIJ’s law enforcement technology development activities, including identification of high-priority, national-level practitioner technology needs; and the demonstration, testing, and evaluation of new tools and technologies. They play a primary role in the transition of technology from the scientific research and development community into practice with the first adopting criminal justice agencies.

Regional centers serve as the initial point of entry to the NLECTC System and the NLECTC System’s main means of conducting outreach to the criminal justice practitioner community. Within the broad context of outreach, the regional centers have two principal missions. First, they help ensure that criminal justice agencies in their regions have access to information about the full range of relevant scientific and technology-related information, including the results of NIJ’s research, development, test, and evaluation (RDTE) activities. The regional centers also are expected to help ensure that the criminal justice agencies in their regions have access to information concerning the resources and technology assistance activities of the NLECTC System. Their second major mission is to identify the unique technology needs of the criminal justice agencies in their region, so that those needs can be incorporated into the NIJ RDTE process. Regional centers also are expected to assist in coordinating NIJ-sponsored technology demonstration, test, and evaluation activities, and serve as a source of generalized technical assistance to practitioner agencies in their region.

Provision of generalized technical assistance does not include onsite assistance. It is mainly concerned with providing access to information on available resources to address the technology problems commonly encountered by law enforcement and corrections agencies, public crime laboratories, and court-related agencies. The COEs serve as an information resource for more complicated technical problems.

The current regional centers structure of the NLECTC System includes two types of centers: geographical and specialty. There are five geographically based regional centers that together cover all 50 States and the District of Columbia. These are the Northeast, Southeast, Rocky Mountain, Western, and Northwestern (Alaskan) regional
centers. There are two specialty centers. These are the Border Research Technology Center (BRTC), which is focused on border jurisdictions; and the Rural Law Enforcement Technology Center (RULETC), which is focused on small and rural law enforcement agencies.

Under the current regional centers structure, existing geographic regions vary greatly in the size of their constituencies. The Northeast and Southeast centers each serve over 6,000 criminal justice agencies and nearly 250,000 and 300,000 practitioners, respectively. The three other geographically based regional centers, together, serve a slightly smaller constituency than the Southeast regional center by itself. The BRTC and RULETC constituencies overlap each other and those of the five geographically based centers. RULETC’s constituency accounts for the vast majority of all of the agencies served by the NLECTC System, and virtually all of the agencies served by the BRTC.

NIJ seeks innovative solutions to transform the current regional centers structure to offer a more sustainable, efficient, and effective way to provide regional outreach to the criminal justice practitioner community. At a minimum, proposed solutions must address how the following activities will be accomplished:

1. Ensuring that law enforcement, corrections agencies, public crime laboratories, and court-related agencies in the proposed region(s) have the greatest access to the latest relevant scientific and technology-related information, in the most economical manner possible, leveraging the other resources of the NLECTC System.

2. Ensuring that region-specific technology needs are identified for incorporation into the NIJ RDTE process.

3. Coordinating NIJ-sponsored demonstration, test, and evaluation activities within the region(s).

4. Providing general technology assistance to law enforcement and corrections agencies, public crime laboratories, and court-related agencies within the region(s).

Although the NLECTC System must be able to conduct regional outreach activities to all criminal justice agencies across the nation, NIJ will entertain applications proposing solutions that serve only a subset of those agencies. NIJ will entertain applications proposing solutions that serve all the criminal justice agencies in specific States or other geographic regions, or that propose to serve specific types of agencies, e.g., all small and rural law enforcement agencies, corrections agencies, etc., on a national basis. NIJ will also entertain applications proposing a comprehensive regionally-focused solution designed to serve all criminal justice agencies across the nation. Such comprehensive solutions must include provision for maintaining a continuous, easily accessible presence in each of the various regions. NIJ will consider solutions that range from those that involve maintaining a continuous physical presence in a region to those involving multiple centers, each with a particular regional focus and region-specific expertise, that work from a common base of operations, not necessarily physically located in a region, and which provide services to their regions through both periodic onsite visits and remotely through various, cutting-edge communications media.
Please note: All applicants under this solicitation must comply with Department of Justice regulations on confidentiality and human subjects protection. See “Other Requirements for OJP Applications” at http://www.ojp.usdoj.gov/funding/other_requirements.htm.

**What will not be funded:**

1. Work that will be funded under another solicitation.
2. Applications that do not demonstrate the capability to perform the work proposed.
3. Applications that propose the execution of research and development, test, or evaluation.

**Cost of proposed work:** Total funding for this solicitation and the number of awards made will depend on the availability of funds, the quality and scope of the applications, and other pertinent factors. NIJ anticipates making up to $4.5 million available in fiscal year 2009 for grants under this solicitation. All NIJ awards are subject to the availability of appropriated funds and to any modifications or additional requirements that may be imposed by law.

Applicants should be aware that the total period of an award, including one that receives additional funding, ordinarily will not exceed 3 years.

A grant made by NIJ under this solicitation may account for up to 100 percent of the total cost of the project. See "Cofunding" under "What an Application Must Include."

**Limitation on use of award funds for employee compensation; waiver:** No portion of any award of more than $250,000 made under this solicitation may be used to pay any portion of the total cash compensation (salary plus bonuses) of any employee of the award recipient whose total cash compensation 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. (The salary table for SES employees is available at http://www.opm.gov.)

This prohibition may be waived at the discretion of the Assistant Attorney General for the Office of Justice Programs. An applicant that wishes to request a waiver should include a detailed justification in the budget narrative for the application. The justification should include: the particular qualification and expertise of the individual, the uniqueness of the service being provided, the individual’s specific knowledge of the program or project undertaken with the grant funds and a statement explaining that the individual’s salary is commensurate with the regular and customary rate for an individual with her/his qualifications and expertise, and for the work that is to be done.

**Performance Measures**

To assist in fulfilling the Department’s responsibilities under the Government Performance and Results Act (GPRA), P.L. 103–62, applicants who receive funding under this solicitation must provide data that measure the results of their work. Additionally, applicants must discuss their data collection methods in the application. Performance measures for this solicitation are as follows:
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<th>Objective</th>
<th>Performance Measures</th>
<th>Data Grantee Provides</th>
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<td>Provide improved access to and awareness of relevant scientific and law enforcement technology-related information to State and local criminal justice practitioners</td>
<td>Quality of management as measured by whether significant interim project milestones were achieved, final deadlines were met, and costs remained within approved limits. Ensuring that law enforcement and corrections agencies, public crime laboratories, and court-related agencies in a region have access to and awareness of relevant scientific and technology-related information to State and local criminal justice practitioners as measured by: The number of calls for service received by a center from agencies within a region, and the number of calls for service from different agencies compared to the total number of agencies in a region of that particular type, i.e., law enforcement, corrections, etc. The number of visits to a center’s website from agencies in a region, or to the Web sites of any of the NLECTC System Centers. The number of technology demonstrations and evaluations coordinated in a region. Number of key regional stakeholder conferences and meetings at which representatives from the center made presentations. Inclusion of region specific technology needs in NIJ's annual update to its RDTE plans.</td>
<td>A final technical report providing a comprehensive overview of the activities of the center(s) during the period of performance. Quarterly financial reports, semi-annual progress reports, and a final progress report. The total number of calls for service received from agencies in a region and their disposition, and the number of calls for service received from different agencies compared to the total number of agencies in a region of that particular type. The number of visits to a center’s Web site from agencies in a region and their purpose. The number of technology demonstrations and evaluations coordinated in a region. Number of key regional stakeholder conferences and meetings at which representatives from the center made presentations. Reports for contacts with criminal justice practitioners to identify and revise region specific technology needs and the actions taken to address those needs.</td>
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How to Apply

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

Note: OJP will not review any application whose attachments are in Microsoft Vista or Microsoft 2007 format. Applications submitted via GMS must be in the following formats: Microsoft Word (*.doc), Word Perfect (*.wpd), PDF files (*.pdf), or Text Documents (*.txt), and may include Microsoft Excel (*.xls) files. GMS is not yet compatible with Vista and cannot yet process Microsoft Word 2007 documents saved in the new default format with the extension “.docx.” Please ensure that Word documents you are submitting are saved using "Word 97–2003 Document (*.doc)" format. Additionally, GMS does not accept executable file types as application attachments. These disallowed file types include, but are not limited to, the following extensions: ".com," ".bat," ".exe," ".vbs," ".cfg," ".dat," ".db," ".dbf," ".dll," ".ini," ".log," ".ora," ".sys," and ".zip."

CFDA Number: The Catalog of Federal Domestic Assistance (CFDA) number for this solicitation is 16.560, titled “National Institute of Justice Research, Evaluation, and Development Project Grants.”

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

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

An application must include the following:

**Standard Form 424**

**Program Narrative**
The Program Narrative includes:
  a. Abstract (not to exceed 600 words).
  b. Table of contents.
  c. Main body, which includes:
     • Purpose, goals, and objectives.
     • Project design and methods.
     • Management plan and organization.
     • Dissemination strategy.
  d. Appendixes (not counted against program narrative page limit) include:
     • Bibliography/References (if applicable).
     • List of key personnel (required).
     • Résumés of key personnel (required).
     • List of previous and current NIJ awards (required).
     • Letters of cooperation/support or administrative agreements from organizations collaborating in the project (if applicable).
     • Chart for timeline, research calendar, or milestones (required).
     • Other materials required by the solicitation.

**Budget Detail Worksheet**
The Budget Detail Worksheet should address the full scope, duration, and cost of the project. It should include a breakdown of costs associated with each budget category, including itemizations and calculations where necessary.

The budget must be broken down on a year-by-year basis over the length of the project. That is, if the proposed project is 3 years, then there should be separate budgets for year one, year two, and year three.

Templates for filling out the Budget Detail Worksheet may be found online at [http://www.ojp.usdoj.gov/funding/forms/budget_detail.pdf](http://www.ojp.usdoj.gov/funding/forms/budget_detail.pdf), OJP Standard Forms & Instructions. If you have any questions, please contact the Office of the Chief Financial Officer's Customer Service Center at 1–800–458–0786.

**Budget Narrative**
The Budget Narrative is a plain-language description of each of the proposed expenditures listed in the Budget Detail Worksheet. It should clearly explain the purpose and reason for all expenditures in the budget. There should be no ambiguities about any budget item. The narrative should also include details for calculated rates or other figures.

As with the Budget Detail Worksheet, the Budget Narrative must be broken down on a year-by-year basis.
Data Collection Plan
The Data Collection Plan is a description of the applicant’s plan for the collection of the data required for performance measures.

Indirect Rate Agreement (if applicable)
Applicants that do not have a federally negotiated indirect cost rate and wish to establish one can submit a proposal to their “cognizant” Federal agency. Generally, the cognizant Federal agency is the agency that provides the preponderance of direct Federal funding. This can be determined by reviewing an organization’s schedule of Federal financial assistance. If DOJ is your cognizant Federal agency, obtain information needed to submit an indirect cost rate proposal at http://www.ojp.usdoj.gov/financialguide/part3/part3chap17.htm.

Other Program Attachments
These include several forms, available on OJP’s funding page at http://www.ojp.usdoj.gov/funding/forms.htm.

Page limit: The program narrative section of your application must not exceed 30 double-spaced pages in 12-point font with 1-inch margins. Abstract, table of contents, charts, figures, appendixes, and government forms do not count toward the 30-page limit for the narrative section.

Cofunding: A grant made by NIJ under this solicitation may account for up to 100 percent of the total cost of the project. You must indicate whether you believe it is feasible for you to contribute cash, facilities, or services as non-Federal support for the project. Your application should identify generally any such contributions that you expect to make and your proposed budget should indicate in detail which items, if any, will be supported with non-Federal contributions.

Selection Criteria
Successful applicants must demonstrate the following:

Statement of the Problem (Understanding of the problem and its importance)—15%

Project/Program Design and Implementation (Quality and technical merit)—15%
1. Feasibility of proposed project and awareness of pitfalls and soundness of mitigating strategies.
2. Innovation and creativity.

Capabilities/Competencies (Capabilities, demonstrated productivity, and experience of applicants)—40%
1. Qualifications and experience of proposed staff.
2. Demonstrated ability of proposed staff and organization to manage the effort.
3. Adequacy of the plan to manage the project, including how various tasks are subdivided and resources are used.
4. Successful past performance on NIJ grants and contracts (when applicable).
Among other considerations, applicants will be evaluated on their demonstrated knowledge of criminal justice practice and technology, and ability to maintain relationships with a broad range of criminal justice practitioners within the States, region(s), or types of agencies they propose to serve.

**Budget**—15%

1. Total cost of the project relative to the perceived benefit.
2. Appropriateness of the budget relative to the level of effort.
3. Use of existing resources to conserve costs. Of particular interest is how the application proposes to leverage the NLECTC System’s other resources to enhance outreach and minimize cost.

**Impact/Outcomes and Evaluation/Plan for Collecting Data for Performance Measures** (Relevance to policy and practice)—15%

1. Potential for significant advances in the NLECTC System’s ability to provide outreach.

**Review Process**

OJP is committed to ensuring a standardized process for awarding grants. NIJ reviews the application to make sure that the information presented is reasonable, understandable, measurable, achievable, and consistent with program or legislative requirements as stated in the solicitation.

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

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

**When awards will be made:** All applicants, whether they are accepted or rejected, will be notified. The review and approval process for this solicitation will take about
4 months. You should not propose to begin work until at least 4 months after the application deadline on the cover of this solicitation. Also, you should not expect to receive notification of a decision for at least 4 months after that date. Lists of awards are updated regularly on NIJ’s Web site at http://www.ojp.usdoj.gov/nij/funding/welcome.htm.

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

**Additional Requirements**

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

- Civil Rights Compliance
- Funding to Faith-Based Organizations
- Confidentiality and Human Subjects Protection
- Anti-Lobbying Act
- Financial and Government Audit Requirements
- National Environmental Policy Act (NEPA)
- DOJ Information Technology Standards
- Single Point of Contact Review
- Nonsupplanting of State and Local Funds
- Criminal Penalty for False Statements
- Compliance with Office of Justice Programs Financial Guide http://www.ojp.usdoj.gov/financialguide/
- Suspension or Termination of Funding
- Nonprofit Organizations
- For-Profit Organizations
• Government Performance and Results Act (GPRA)

• Rights in Intellectual Property

• Federal Funding Accountability and Transparency Act (FFATA) of 2006

If your proposal is funded, you will be required to submit several reports and other materials, including quarterly financial reports, semi-annual progress reports, a final progress report, and, if applicable, an annual audit report in accordance with Office of Management and Budget Circular A–133. Future awards and fund drawdowns may be withheld if reports are delinquent.