



The U.S. Department of Justice, Office of Justice Programs, National Institute of Justice is seeking applications for funding under the Solving Cold Cases with DNA Program. This program furthers the Department's mission by offering assistance to States and units of local government to identify, review, and investigate Uniform Crime Report (UCR) Part 1 Violent Crime "cold cases" that have the potential to be solved through DNA analysis and to locate and analyze biological evidence associated with these cases.

Solicitation: Solving Cold Cases With DNA

Eligibility

(See "Eligibility," page 4)

Deadline

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

All applications are due **January 23, 2009, 11:59 p.m. eastern time.**

Contact Information

For assistance with the requirements of this solicitation, contact Charles Heurich, Program Manager, at 202-616-9264 or Charles.Heurich@usdoj.gov.

This application must be submitted through Grants.gov. For technical assistance with submitting the application, call the Grants.gov Customer Support Hotline at 1-800-518-4726 or send an e-mail to support@grants.gov.

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

Grants.gov Funding Opportunity No. NIJ-2009-1941

SL# 000857

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Solving Cold Cases With DNA

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 seeks applications from States and units of local government for funding to identify, review, and investigate “violent crime cold cases” that have the potential to be solved using DNA analysis and to locate and analyze biological evidence associated with these cases. Experience has shown that cold case programs can solve a substantial number of violent crime cold cases, including homicides and sexual assaults. Advances in DNA technologies have substantially increased the successful DNA analysis of aged, degraded, limited, or otherwise compromised biological evidence. As a result, crime scene samples once thought to be unsuitable for testing may now yield DNA profiles. Additionally, samples that previously generated inconclusive DNA results may now be successfully analyzed using newer methods.

For the purposes of this announcement: “violent crime cold case” refers to any unsolved UCR Part 1 Violent Crime case for which all significant investigative leads have been exhausted.

Deadline: Registration

Registering with Grants.gov is a one-time process; however, processing delays may occur and **it can take up to several weeks for first-time registrants to receive confirmations/user passwords**. OJP highly recommends that applicants start the registration process as early as possible to prevent delays in submitting an application package to our agency by the application deadline specified. The registration process for organizations involves these steps: (1) Obtain a Data Universal Numbering System (DUNS) number; (2) Register your organization with the Central Contractor Registration (CCR) database; (3) Register with Grants.gov’s Credential Provider and obtain a username and password; (4) Register with Grants.gov to establish yourself as an Authorized Organization Representative (AOR); and (5) The E-Business Point of Contact (POC) assigns the “Authorized Applicant Role” to you. For more information about the registration process, go to www.grants.gov. **Note: Your CCR must be renewed once a year. Failure to renew the CCR may prohibit submission of a grant application through Grants.gov.**

Deadline: Application

The due date for applying for funding under this announcement is **January 23, 2009, 11:59 p.m. eastern time.**

Within 24 to 48 hours after submitting your electronic application, you should receive an e-mail validation message from Grants.gov. The validation message will tell you whether the application has been received and validated or has been rejected, and why.

Important: You are urged to submit your application at least 72 hours prior to the due date of the application to allow time to receive the validation message and to correct any problems that may have caused the rejection notification.

If you experience unforeseen Grants.gov technical issues beyond your control, you must contact OJP staff **within 24 hours after the due date** and request approval to submit your application. At that time, OJP staff will require you to e-mail the complete grant application, along with your DUNS number, and provide a Grants.gov Help Desk tracking number(s). After OJP reviews all of the information submitted and contacts Grants.gov to validate the technical issues reported by the applicant, OJP will contact you to either approve or deny the request.

To ensure a fair competition for limited discretionary funds, the following conditions are not valid reasons to permit late submissions: (1) failure to begin the registration process in sufficient time; (2) failure to follow Grants.gov instructions on how to register and apply as posted on its Web site; (3) failure to follow all of the instructions in the OJP solicitation; and (4) technical issues experienced with the applicant's computer or information technology (IT) environment.

Eligibility

States (including territories) and units of local government (including federally recognized Indian tribal governments that perform law enforcement functions) are eligible to apply for funding under this solicitation.

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—Solving Cold Cases With DNA

A. Background

Both the Bureau of Justice Assistance (BJA) and NIJ have addressed issues surrounding the investigation of cold cases. The publication "[Cold Case Squads: Leaving No Stone Unturned](#)" (Bureau of Justice Assistance, NCJ 199781, July 2003) states that cold cases are among the most difficult and frustrating cases detectives face. To tackle this problem, numerous U.S. agencies have established cold case squads. Although the

specific duties of cold case squads may vary among law enforcement agencies, the most critical component of an effective cold case squad is the right mix of talented investigative and supervisory personnel. Cold case squads can be especially useful in locating and working with past and potential witnesses and reviewing physical evidence to identify suspects. Cold case squads also perform an outreach and networking role and can assist other jurisdictions with cold case investigations as appropriate.

A special report entitled "[Using DNA to Solve Cold Cases](#)" (National Institute of Justice, NCJ 194197, July 2002) discusses the role that advances in DNA technology can play in investigating and solving cold cases. Although DNA is not the only forensic tool of value to unsolved case investigations, advances in DNA technology and the success of DNA database systems have inspired law enforcement agencies throughout the country to reevaluate cold cases for DNA evidence. The remarkable success of cold case programs is due in large part to the existence of searchable Federal, State, and local criminal DNA databases that can link DNA profiles from crime scenes to convicted offenders, arrestees, and to other crime scenes. Additionally, investigations may be aided by searching missing persons databases containing DNA profiles of unidentified remains and those of the relatives of the missing.

Both the BJA publication and the NIJ special report highlight the fact that even with technological advances, the proper team approach is essential for successfully identifying, investigating, and prioritizing cold cases, and for locating and analyzing biological evidence associated with these cases. Investigators serving as the hub of the cold case team must be patient, creative, and persistent in leading the investigation. Prosecutors can provide valuable insight into legal issues. Victim advocates may be able to help locate, educate, and encourage witnesses. Consultation with representatives from the crime laboratory is also critical.

(Both publications discussed above are available at <http://www.ncjrs.gov>. A report published by the State of California entitled *A Process Evaluation of the California DNA Cold Hit Program* (July 2003) may also be useful and is available at http://www.oes.ca.gov/Operational/OESHome.nsf/CJPD_Documents?OpenForm.)

B. Award Purposes

The goal of this solicitation is to make funding available to States and units of local government for:

1. The identification, review, and prioritization of violent crime cold cases that have the potential to be solved using DNA analysis (by appropriate persons such as prosecutors, public defenders, law enforcement personnel, forensic scientists, and medical examiners) in order to determine whether biological evidence may exist that might through DNA analysis assist in solving the cold case.
2. The identification, collection, retrieval, and evaluation of biological evidence from such cases that may reasonably be expected to contain DNA.
3. The performance of DNA analyses on such biological evidence including the handling and screening of this evidence.

Funds may be used for certain investigative purposes provided they fall within the scope of the solicitation. Specifically, all investigative activities must be directly related to the funding purposes (1, 2, and/or 3) above. Activities such as interviewing victims, witnesses, suspects, etc., are permissible in violent crime cold case investigations that have the potential to be solved through DNA analysis until either all samples with potential DNA evidence have been recovered and analyzed (including probative evidentiary samples, cold hit confirmatory samples, reference samples from victims and consensual partners, etc.) or the review of the case demonstrates that no biological material was present for further analysis.

Please Note: Costs for general cold case investigations—those that do not involve UCR, Part 1 violent crimes, or do not have the potential to be solved through DNA analysis—are not allowable. Funds also are not to be used for the purpose of general laboratory capacity enhancement or general casework backlog reduction.

All DNA analyses conducted using funding from this program must be performed by a laboratory (government-owned or fee-for-service) that is accredited and currently undergoes external audits not less than once every 2 years that demonstrate compliance with the DNA Quality Assurance Standards established by the Director of the FBI. All eligible DNA profiles obtained with funding under this program must be entered into the Combined DNA Index System (CODIS) and, where applicable, uploaded to the National DNA Index System (NDIS).

Each DNA analysis conducted under this program must be maintained pursuant to all applicable Federal privacy requirements, including those described in 42 U.S.C § 14132(b)(3).

Applicants should be aware that NIJ may choose to conduct an evaluation of one or more of any projects funded under this solicitation. Any such evaluation may focus on the impact of the project and its implementation, and may result in publication of a report. An example of an NIJ-funded report (on Boston's Operation Ceasefire) may be found at <http://www.ncjrs.gov/pdffiles1/nij/188741.pdf>.

C. Award Period

In general, NIJ will limit any grants under this program to a maximum period of 18 months after the start of the award.

D. Expected Results and Outcomes

The result of receiving Solving Cold Cases With DNA program funds should be the review and investigation of violent crime cold cases that have the potential to be solved through DNA analysis, including:

1. Location of biological evidence associated with such cold cases.
2. DNA analysis of appropriate biological evidence associated with such cold cases.

Accordingly, grantees must submit measurable data in their progress reports detailing the number and types of violent crime cold cases reviewed, the number of cases in which biological evidence still exists, the number of cases subjected to DNA analysis,

the number of cases yielding DNA profiles, the number of profiles entered into CODIS, and the number of hits returned with a brief synopsis of the case and the sample yielding the results.

E. Permissible Uses of Funds

All expenditures under this program must relate directly to violent crime cold cases that have the potential to be solved through DNA analysis and to one or more of the three award purposes listed above. The following types of expenditures may be permitted:

1. **Salary and benefits of additional employees.** Funds may be used for salaries and benefits of additional full-time or part-time employees to the extent such employees are directly engaged in case review, location of evidence, or DNA analysis of biological evidence. Applicants must provide documentation that additional new full-time/part-time employee(s) will be directly engaged in these activities.
2. **Overtime.** Funds may be used for overtime for people directly engaged in case review, location of evidence, DNA analysis of biological evidence, and post-hit case investigation necessary for retrieval of confirmatory DNA samples. All overtime payments must be made in accordance with the applicable provisions of the OJP Financial Guide, available at <http://www.ojp.usdoj.gov/financialguide/>.
3. **Travel.** Funds may be used for travel for investigative purposes within the scope of the program (excluding witness travel).
4. **Laboratory equipment.** Funds may be used to upgrade, replace, lease, or purchase laboratory equipment when the primary use of this equipment can be documented as directly related to investigation of violent crime cold cases that have the potential to be solved through DNA analysis.
5. **Computer equipment.** Funds may be used to upgrade, replace, lease, or purchase computer hardware or software that will be used exclusively for case review, location of evidence, or DNA analysis of biological evidence.
6. **Laboratory supplies.** Funds may be used to acquire laboratory supplies for DNA analysis of biological evidence.
7. **Consultant and contractor services.** Funds may be used to hire consultants or temporary contract staff, or both, to conduct case reviews, locate evidence, or conduct DNA analysis of biological evidence. Funds may also be used for contracts with accredited fee-for-service vendors to conduct DNA analysis of biological evidence.
8. **Training.** Funds may be used for training directly related to case review, location of evidence, and DNA analysis of biological evidence.

F. Expenses That Are Not Permitted

Federal funds awarded under the Solving Cold Cases With DNA Program may not be used for purposes or types of expenditures other than those described above. For example, funds may not be used for:

1. **Salaries and benefits for existing staff.** Funds may not be used to pay salaries or benefits, or both, for existing staff, other than overtime as discussed above.
2. **Travel for witnesses.**
3. **Portable investigative equipment such as cameras and tape recorders.**
4. **Cell phones and cell phone plans.**
5. **Vehicles.**
6. **Construction.**
7. **Renovation.**
8. **Rental costs for space.**

G. Cost of Proposed Work

Total funding for this solicitation and the number of awards made will depend on the availability of funds, the number and quality of the applications, and other pertinent factors. **All awards are subject to the availability of appropriated funds and to any modifications or additional requirements that may be imposed by law.** Individual awards typically will not exceed \$500,000. NIJ cannot guarantee that subsequent phases, stages, or tasks beyond the first 18 months will be funded. Such additional funding depends on, among other things, NIJ's resources, strategic priorities, and your satisfactory completion of each phase, stage, or task. Applicants should be aware that the total period for an award, including one that receives additional funding, ordinarily will not exceed 3 years.

Recognizing a potential higher priority based on population, applicants representing cities with a population of 250,000 or greater may apply for funding in excess of \$500,000 if they rank in the top 25 nationwide based on the number of murders and nonnegligent manslaughters for the year 2007. These data are based on Federal Bureau of Investigation Uniform Crime Reports statistics available as of September 2008. The data are available on the FBI 2007 statistics site (<http://www.fbi.gov/ucr/cius2007/index.html>). Justification for the increased funding must be detailed within the body of the application.

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."

Please note: All applicants under this solicitation must comply with Department of Justice regulations on confidentiality and human subjects protection. See the Confidentiality and Human Subjects Protection Compliance section under "Other Requirements for OJP Applications" at http://www.ojp.usdoj.gov/funding/other_requirements.htm.

What will *not* be funded:

1. Provision of training or direct service.
2. Work that will be funded under another specific solicitation.
3. Consult section "F," above.

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.

Performance Measures

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

Objective	Performance Measures	Data Grantee Provides
<p>To identify, review, and investigate “violent crime cold cases” that have the potential to be solved through DNA analysis, and to locate and analyze biological evidence associated with these cases.</p>	<p>Increase in the number of the total identified UCR Part 1 Violent Crimes cold cases where the files or evidence, or both, have been reviewed for the presence of biological evidence.</p> <p>Increase in the number of UCR Part 1 Violent Crimes cold case DNA profiles generated that have been entered into CODIS.</p> <p>Increase in the number of CODIS hits resulting from cold case analyses.</p>	<p>The number of violent crime cold cases reviewed.</p> <p>The number of violent crime cold cases reviewed in which biological evidence still existed.</p> <p>The number of violent crime cold cases subjected to DNA analysis.</p> <p>The number of violent crime cold cases which yielded DNA profiles.</p> <p>The number of DNA profiles entered into CODIS.</p> <p>The number of CODIS hits.</p>

How to Apply

DOJ is participating in the e-Government initiative, one of 25 initiatives included in the President’s Management Agenda. Part of this initiative—Grants.gov—is a “one-stop storefront” that provides a unified process for all customers of Federal grants to find funding opportunities and apply for funding.

Grants.Gov Instructions: Complete instructions can be found at www.grants.gov. If you experience difficulties at any point during this process, please call the Grants.gov Customer Support Hotline at **1–800–518–4726**, Monday–Friday from 7 a.m. to 9 p.m. eastern time.

Funding Opportunities With Multiple Purpose Areas: Some OJP solicitations posted to Grants.gov contain multiple purpose areas, denoted by the individual Competition ID. If you are applying to a solicitation with multiple Competition IDs, you must select the appropriate Competition ID for the intended purpose area of your application. The application will be peer reviewed according to the requirements of the purpose area under which it is submitted.

Note: OJP's Grants Management System (GMS) does not support Microsoft Vista or Microsoft 2007. Therefore, OJP will not review any application whose attachments are in Microsoft Vista or Microsoft 2007 format. GMS downloads applications from Grants.gov and is the system in which OJP reviews applications and manages awarded grants. 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 extensions of ".docx." Please ensure the documents you are submitting in Grants.gov 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," and the Grants.gov funding opportunity number is **NIJ–2009–1941**.

A DUNS number is required: The Office of Management and Budget requires that all businesses and nonprofit applicants for Federal funds include a DUNS (Data Universal Numeric System) number in their application for a new award or renewal of an award. Applications without a DUNS number are incomplete. A DUNS number is a unique nine-digit sequence recognized as the universal standard for identifying and keeping track of entities receiving Federal funds. The identifier is used for tracking purposes and to validate address and point-of-contact information 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

Applications must include the following:

Standard Form 424

Program Narrative

Proposals must clearly define the strategy and criteria that will be used to identify, prioritize, and select violent crime cold cases that have the potential to be solved through DNA analysis. These may be demonstrated through the inclusion of checklists, flowcharts, diagrams, or narratives, and should be developed through collaboration with appropriate members of the criminal justice community (such as crime laboratory personnel, prosecutors, defense counsel, medical examiners, law enforcement investigators, etc.). The proposal must include a description of the followup activities that will be performed to advance a case toward adjudication should a DNA match be obtained. For proposals where the crime laboratory is not the submitting agency but where DNA analysis will be performed, there must be a demonstration of the crime laboratory's commitment to analyze the biological evidence, interpret the DNA results, and upload the DNA profiles into DNA databases.

The program narrative must address the specific project objectives, expected results, and implementation approach. It should demonstrate, specifically and comprehensively, how requested funds will be used for the review and investigation of violent crime cold cases that have the potential to be solved through DNA analysis and for the location and analysis of biological evidence associated with these cases.

The Program Narrative includes:

1. Abstract (not to exceed 600 words).
2. Table of contents.
3. Main body, which includes:
 - a. Purpose, goals, and objectives.
 - b. Review of relevant literature.
 - c. Implementation plan.
 - d. Management plan and organization.
4. Appendixes (not counted against program narrative page limit) include:
 - a. Bibliography/References (if applicable).
 - b. List of key personnel (required).
 - c. Résumés of key personnel (required).
 - d. List of previous and current NIJ awards (required).
 - e. Letters of cooperation/support or administrative agreements from organizations collaborating in the project (recommended, if applicable).
 - f. Chart for timeline or milestones (required).
 - g. Other materials required by the solicitation.

Budget Detail Worksheet

The Budget Detail Worksheet should address the full scope, duration, and cost of the project. The Budget Detail Worksheet 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 period 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, 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 invited full proposals 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/Program Narrative (Understanding of the problem and its importance)—15%

Applicants should include appropriate citations and other information to demonstrate an understanding of the problem and the expected impact of the funding in solving cold cases with DNA.

Project/Program Design and Implementation (Quality and technical merit)—30%

1. Awareness of the state of current DNA technology and its application to solving cold cases.
2. Soundness of methodology and technical approach, including a demonstrated team approach to solving cold cases.
3. Feasibility of proposed project and awareness of pitfalls.
4. Innovation and creativity (when appropriate).

Capabilities/Competencies (Capabilities, demonstrated productivity, and experience of applicants)—20%

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).

Budget—20%

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.

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

1. Potential for resolving violent crime cold cases.
2. Affordability and cost-effectiveness.

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 takes about 10 months. You should not propose to begin work until at least 10 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 10 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)

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. The final report must include a summary and assessment of the program carried out with the award, including data pertinent to the performance measures. Future awards and fund drawdowns may be withheld if reports are delinquent. If a cold DNA hit occurs during a reporting period, a brief description of the case should be included detailing the type of hit (offender or forensic) and the evidence the hit was obtained from.