

BUREAU OF JUSTICE ASSISTANCE

# FUNDING OPPORTUNITY: BJA FY2024 Comprehensive Opioid, Stimulant, and Substance Use Site-Based Program (COSSUP)

June 12, 2024



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



# Presenters

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- **Ben Ekelund**, *Senior Research Associate, Institute for Intergovernmental Research*
- **Erin Pfeltz**, *Supervisory Grants Management Specialist for COSSUP, BJA*

# Agenda

**Welcome and Introduction to OJP and BJA**

**Program Overview**

**Eligibility and Application Requirements**

**Application Resources**

**Q&A**

## SECTION 1

# WELCOME AND INTRODUCTION



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# What is the Office of Justice Programs?

- The Office of Justice Programs (OJP) provides grant funding, training, research, and statistics to the criminal justice community.
- OJP is one of three grant-making components of the Department of Justice along with the **Office on Violence Against Women (OVW)** and the **Office of Community Oriented Policing Services (COPS)**.

**BJA** – Bureau of Justice Assistance



**BJS** – Bureau of Justice Statistics



**NIJ** – National Institute of Justice



**OVC** – Office for Victims of Crime



**OJJDP** – Office of Juvenile Justice and Delinquency Prevention



**SMART** – Office of Sex Offender Sentencing, Monitoring, Apprehending, Registering, and Tracking





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

**Mission:** BJA's mission is to provide leadership and services in grant administration and criminal justice policy development to support state, local, and tribal justice strategies to achieve safer communities. BJA works with communities, governments, and nonprofit organizations to reduce crime, recidivism, and unnecessary confinement, and promote a safe and fair criminal justice system.

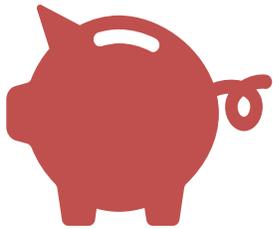
**Karhlton F. Moore, BJA Director**



<https://bja.ojp.gov/>



# How BJA Supports the Field



## Investments

Provide diverse funding to accomplish goals.



## Sharing Knowledge

Research, develop, and deliver what works to build capacity and improve outcomes.



## Engagement

Consult, connect, and convene.

## Poll Question

Has your organization been awarded federal grants in the past?

Yes, my organization has extensive experience with federal grants.

Yes, though my organization does not currently have any federal grants.

My organization has limited experience with federal grants.

My organization is new to federal grants and looking to learn more!

## SECTION 2

# PROGRAM OVERVIEW



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# COSSUP Purpose



**Increase access to treatment and recovery to reduce overdose deaths**



**Promote public safety and public health collaboration to address substance use disorder**

# Funding Category 1 - Eligibility

Units of local government (county, city, township, etc.) or federally recognized Indian tribes

**Subcategory 1a:**  
Urban area or large county



**Subcategory 1b:**  
Suburban area or  
medium-size county



**Subcategory 1c:**  
Rural or tribal area



# Funding Category 1 – Eleven Allowable Uses





## **Law enforcement and other first responder deflection and diversion programs**

### **FY23 Grantee Example**

**City of Detroit, Michigan**

**Detroit Opioid Abuse Diversion Program**

**The Detroit Police Department's Opioid Abuse Diversion Program is using funds to create and implement a law enforcement-led pre-arrest diversion in Detroit using the Law Enforcement Assisted Diversion (LEAD) model.**



## **Pre-booking or post-booking treatment alternative-to-incarceration programs**

### **FY20 Grantee Example**

**Oconee County, South Carolina**

**Oconee SC Addiction Recovery & Solutions Initiative**

**The Oconee, South Carolina Addiction Recovery & Solutions Initiative is a collaborative intervention strategy that provides treatment alternative-to-incarceration programs serving individuals at high risk for overdose utilizing evidence-based recovery support services.**



## Education and prevention

### FY20 Grantee Example

**Georgia Criminal Justice Coordinating Council**

**Georgia Comprehensive Opioid, Stimulant and Substance Use Program**

**The Comprehensive Opioid, Stimulant, and Substance Abuse Site-based Program utilized funds to provide K-12 youth in Athens-Clarke County with increased access to education to promote prevention strategies. Athens-Clarke County uses the Prime for Life curriculum.**



## **Naloxone for law enforcement, first responders, jail staff and other justice system practitioners**

### **FY23 Grantee Example**

**Town of East Bridgewater, Massachusetts**

**Plymouth County Outreach**

**Plymouth County is using funds to expand the harm-reduction toolkit distributed during post-overdose home visits to include items related to opioids and stimulants, including naloxone.**



## **Court programming**

### **FY21 Grantee Example**

**Judiciary Courts of the State of Oklahoma**

**Tulsa Anti-Recidivism Misdemeanor Diversion (TURN) Program**

**The Tulsa County Anti-Recidivism Misdemeanor Diversion (TURN) Program, a court-based intervention program (mixed pre- and post-plea model) expedites treatment and recovery services for justice-involved individuals with substance use disorders.**



## **Transitional or recovery housing and peer recovery support services**

### **FY20 Grantee Example**

**Lane County, Oregon**

**Lane County Jail Substance Use Intervention and Transition Program**

**The purpose of the Lane County Jail Substance Use Intervention and Transition Program is to stand up a comprehensive in-jail medication assisted treatment (MAT) program with community transition through peer support and transitional housing.**



## **Embedding social workers, peers, and/or persons with lived experience**

### **FY23 Grantee Example**

**Unified Court System of New York State**

**Manhattan ATI Substance Use Treatment**

**The project aims to reduce the use and misuse of opioids, stimulants, and other substances by improving access to and engagement in treatment by integrating peer recovery services into the Manhattan Felony Alternative to Incarceration Court (ATI Court).**



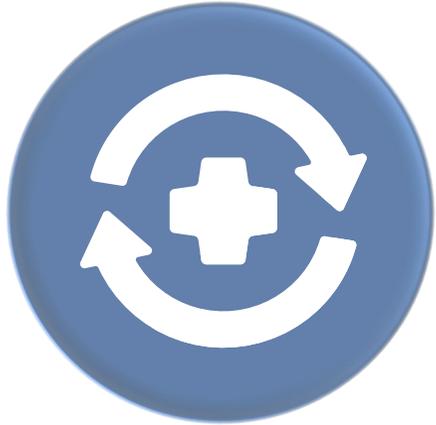
## **Evidence-based treatment, such as medication-assisted treatment (MAT)**

### **FY21 Grantee Example**

**Public Health Authority of Cabarrus County, North Carolina**

**Cabarrus County Providing Medication Assisted Treatment and Recovery Support Services Program**

**The Providing Medication Assisted Treatment (MAT) and Recovery Support Services project is utilizing funds to provide MAT to 50 uninsured individuals with OUD residing in the county through a local collaborative.**



## **Take-back programs for unused controlled substances**

### **FY21 Grantee Example**

**Idaho Department of Health and Welfare**

**Idaho Comprehensive Opioid, Stimulant and Substance Use Program**

**The Idaho COSSUP Program will implement six projects including increased naloxone access, education, and distribution as well as enhanced coordination and expansion of take-back programs.**



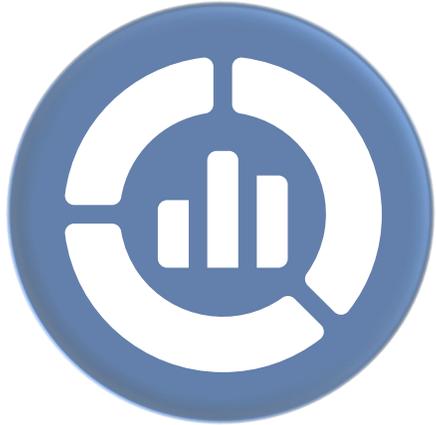
## **Comprehensive, real-time, regional information collection, analysis, and dissemination**

### **FY20 Grantee Example**

**Municipio de Bayamon, Puerto Rico**

**Bayamon Community Opioid Overdose and Crime Reduction Initiative**

**The initiative's primary deliverables include information sharing to target naloxone deployment and training, safe community response initiatives, and treatment outreach improvements to support high-impact overdose victims such as homeless individuals, veterans, and youths.**



## Field-initiated projects

### **FY21 Grantee Example**

**Transylvania County, North Carolina**

**Creating Access to Therapeutic, Re-entry, and Recovery Support Services in Transylvania County Detention Center**

**The program is using funds to create access to trauma-informed behavioral health and peer support reentry services for individuals residing in the detention center. The project team is partnering with the University of Western Carolina as a research partner.**

# Funding Category 1 – Additional Information



All proposed projects should include a **multidisciplinary coordinating body.**



Applicants should also strongly consider **formally partnering with a researcher.**

# Funding Category 2 - Eligibility

## State Governments

Sub-Category	Funding Cap	Length
Applications from states on behalf of county, local, municipal, or tribal communities	\$7,000,000 for the entire grant period	36 months

Applicants are limited to the State Administrative Agency (SAA) responsible for directing criminal justice planning, the State Alcohol and Substance Abuse Agency, or other state agency appropriate for the scope of the project.

# Funding Category 2 – Objectives

- Minimum of **six** geographically diverse counties, localities, or regions of the state
- Up to \$800,000 for administrative purposes
- Required independent evaluation of project activities
- Sub-awarded to local communities, regions, or tribal entities

## Funding Category 2 – Objectives (continued)

- Action Plan within first 6 months of award
- Sub-awards made within 9 months of the grant award
- 1 or more allowable activities
- Implementation manual
- Independent evaluation
- Annual summaries of each project

# Priority Areas

## Priority 1A

- Meaningfully advance equity and remove barriers to accessing services and opportunities for communities that have been historically underserved, marginalized, adversely affected by inequality, and disproportionately impacted by crime, violence, and victimization.
- Examples:

Improving  
victim  
services

Justice  
responses

Prevention  
Initiatives

Reentry  
services

# Priority Areas

## Priority 1B

- Applicants that demonstrate their capabilities or competencies for implementing are enhanced because they are a population specific organization that serves communities that have been historically underserved, marginalized or adversely affected by inequality.
- Population specific organizations include:

**Nonprofit**

**Nongovernmental**

**Tribal  
organizations**

## SECTION 3

# ELIGIBILITY AND APPLICATION REQUIREMENTS



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# How to Apply - Two-Step Process

- **Step 1 – Grants.gov:** Applicants will submit an SF-424 and an SF-LLL in Grants.gov at <https://www.grants.gov/web/grants/register.html>.
- **Step 2 - JustGrants:** Applicants will submit the full application, including attachments, in JustGrants at <https://justicegrants.usdoj.gov/>.

# Grants.gov Registration – Step 1

- Start Early: Registering with Grants.gov is a one-time process; however, processing delays may occur, and it can take several weeks for first-time registrants to receive confirmation of registration and a user password.
- Select the appropriate solicitation:
  - **CDFA #16.838** Comprehensive Opioid, Stimulants, and Substance Abuse Site-Based Program
  - Funding Opportunity #: **O-BJA-2024-172128**
  - Select the correct Competition ID
    - Category 1a Competition ID: **C-BJA-2024-00045-PROD**; Category 1b: **C-BJA-2024-00046-PROD**; Category 1c: **C-BJA-2024-00047-PROD**
    - Category 2 Competition ID: **C-BJA-2024-00048-PROD**
- **All required documents must be successfully submitted through Grants.gov by July 1, 2024, at 8:59 p.m., Eastern time.**

# Justice Grants System (JustGrants) – Step 2

- Refer to the Registration and Submission section of the OJP Grant Application Resource Guide at [OJP Resource Guide](#) for instructions on **How to Apply** ([OJP Resource Guide - How to Apply](#)).
- **Full applications must be successfully submitted through JustGrants by July 8, 2024, at 8:59 p.m., Eastern time.**

# Application Assistance

- The [DOJ Application Submission Checklist](#) covers all necessary steps to complete the two-part application process in Grants.gov and JustGrants.
- [Register](#) for the Application Mechanics: Submitting an Application Training Webinars, held every Wednesday from 2:30 p.m.–4:00 p.m., ET.
- The [Application Submission Job Aid Reference Guide](#) provides a detailed overview of the applications submission process.

## DOJ Application Submission Checklist

Submitting an application to DOJ is a two-part process. An applicant first submits an abbreviated application in Grants.gov. The full application is then completed in JustGrants, DOJ's grants management system. The following steps and tips will assist potential applicants in completing DOJ applications.



# Proposal Narrative

- Your project narrative is an important part of the application and should fully address the following sections:
  - Description of the issue
  - Project design and implementation
  - Capabilities and competencies
  - Plan for collecting the data required for this solicitation's performance measures
- The narrative should be submitted as an attachment in JustGrants. It should be double-spaced, using a standard 12-point Times New Roman font; have no less than 1-inch margins; and should not exceed 20 pages.

# Budget Detail Worksheet

- The Budget Detail Worksheet and the Budget Narrative are now combined in a single web-based format in JustGrants. The budget section is fairly intuitive and will prompt you along the way.
- **Budget Tips**
  - Remember to budget for tracking quarterly performance measures and performing applicable evaluations.
  - Remember to budget for travel or training expenses (airfare, hotel, per diem, and group transportation) for the mandatory meetings.
  - Adhere to any additional required items as well as limits for specific activities.
  - If you are seeking priority consideration under Priority 1(B) based on the identification of at least one proposed subrecipient as a culturally specific organization, the proposed funding for the subrecipient in the web-based budget form must be a minimum of 30 percent of award funding.

# Additional Application Components

- Proposal Abstract
- Time and Task Plan
- Indirect Cost Rate Agreement (if applicable)
- Financial Management and System of Internal Controls Questionnaire
- Disclosure of Process Related to Executive Compensation; Request and Justification for Employee Compensation (Waiver)
- Letters of Support
- Research and Evaluation Independence and Integrity Statement

# Additional Application Components (Continued)

- Disclosure of Lobbying Activities Applicants
- DOJ Certified Standard Assurances
- Applicant Disclosure of Duplication in Cost Items
- DOJ Certifications Regarding Lobbying; Debarment, Suspension, and Other Responsibility Matters; and Drug-Free Workplace Requirements
- Applicant Disclosure and Justification – DOJ High Risk Grantees (if applicable)

SECTION 4

# APPLICATION RESOURCES



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

# OJP Grant Application Resource Guide

## SAM.gov Entity Validation Update

GSA implemented a new process to validate an entity's legal business name and physical address when requesting a Unique Entity Identifier (UEI) and for completing a SAM.gov entity registration. Due to a high volume of requests, entity validations are taking longer than expected to process. This validation process is now taking 7-10 business days, and in some cases longer.

**OJP strongly recommends starting your SAM.gov registration process as soon as possible to allow the time necessary to process entity validations well in advance of the Grants.gov due date posted in the solicitation.** Read [this FAQ](#) for more information.

The Office of Justice Programs (OJP) Grant Application Resource Guide ("Guide") provides guidance to assist OJP grant applicants in preparing and submitting applications for OJP funding. It addresses a variety of policies, statutes, and regulations that apply to many (or in some cases, all) OJP program applicants, or to grants and cooperative agreements awarded in fiscal year (FY) 2023. Some OJP programs may have program solicitations that expressly modify a provision of this Guide; in such cases, the applicant is to follow the guidelines in the solicitation as to any such expressly modified provision.

<https://www.ojp.gov/funding/apply/ojp-grant-application-resource-guide>

## Contents

- [How To Apply](#)
- [Application Elements and Formatting Instructions](#)
  - [Complete the Application for Federal Assistance\(Standard Form \(SF\)-424\)](#)
  - [Disclosure of Lobbying Activities](#)
    - [Unique Entity Identifier and System for Award Management \(SAM\)](#)
  - [Proposal Abstract](#)
  - [Budget Preparation and Submission Information](#)
    - [Detailed Computations and Allowable Costs](#)
    - [Narrative Justification for Every Cost](#)
    - [Consolidated Budget Summary](#)
    - [Information on Proposed Subawards \(if any\) and Proposed Procurement Contracts \(if any\)](#)
    - [Indirect Cost Rate Agreement \(if applicable\)](#)
  - [Tribal Authorizing Resolution \(if applicable\)](#)
- [Application Attachments](#)
  - [Applicant Disclosure of Pending Applications \(Duplication in Cost Items\)](#)
  - [Applicant Disclosure and Justification – DOJ High Risk Grantees](#)
  - [Research and Evaluation Independence and Integrity](#)
  - [Disclosure of Process Related to Executive Compensation](#)
- [Financial Information](#)
  - [Financial Management and System of Internal Controls](#)
  - [Financial Management and System of Internal Controls Questionnaire \(including Applicant Disclosure of High-Risk Status\)](#)
  - [Cost Sharing or Matching Requirement](#)
  - [Pre-agreement Costs \(also known as Pre-award Costs\)](#)
  - [Limitation on Use of Award Funds for Employee Compensation; Waiver](#)
  - [Prior Approval, Planning, and Reporting of Conference/Meeting/Training Costs](#)
  - [Costs Associated with Language Assistance \(if applicable\)](#)
- [Application Review Information](#)
- [Federal Award Administration Information](#)
  - [Federal Award Notices](#)
  - [Administrative, National Policy, and Other Legal Requirements](#)
  - [Information Technology \(IT\) Security Clauses](#)
  - [General Information about Post-Federal Award Reporting Requirements](#)
- [Programmatic Information](#)
  - [Evidence-Based Programs or Practices](#)
  - [Information Regarding Potential Evaluation of Programs and Activities](#)
  - [Note on Project Evaluations](#)
- [Other Information](#)
  - [Freedom of Information and Privacy Act \(5 U.S.C. § 552 and 5 U.S.C. § 552a\)](#)
  - [Provide Feedback to OJP](#)
  - [To Become an OJP Peer Reviewer](#)

The screenshot shows the top navigation bar of the JUSTgrants website. On the left is the JUSTgrants logo with the text 'JUSTgrants JUSTICE GRANTS SYSTEM'. To the right are links for 'JustGrants Login | FAQs | COPS Office | OJP | OVW' and a search box. Below the navigation bar is a main banner with the text 'Learn About the Department of Justice's Grants and Payment Management Systems' and a 'JustGrants Login' button.

The Justice Grants System (JustGrants) is the Department of Justice's grants management system for the Office of Community Oriented Policing Services (COPS Office), the Office of Justice Programs (OJP) and the Office on Violence Against Women (OVW).

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

Users can also [log in to JustGrants](#) through the site.

## News Flash

**Feb 21: [Register Now! March Dates Added for Virtual Q&A Sessions](#)** 

**Aug 10: [Review New and Updated JustGrants FAQs](#)** 

<https://justicegrants.usdoj.gov/>

**LOGIN**

### JustGrants Login

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

**TRAINING**

### Training

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

**FREQUENTLY ASKED QUESTIONS**

### FAQs

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

**USER SUPPORT**

### User Support

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

**RESOURCES**

### Resources

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

**NEWS & UPDATES**

### News & Updates

View the latest information and updates on DOJ's grants management and payment management systems and sign up for JusticeGrants Updates emails from the COPS Office, OJP, and OVW.

# Application Assistance

## Grants.gov

Provides technical assistance with submitting the SF-424 and SF-LLL.

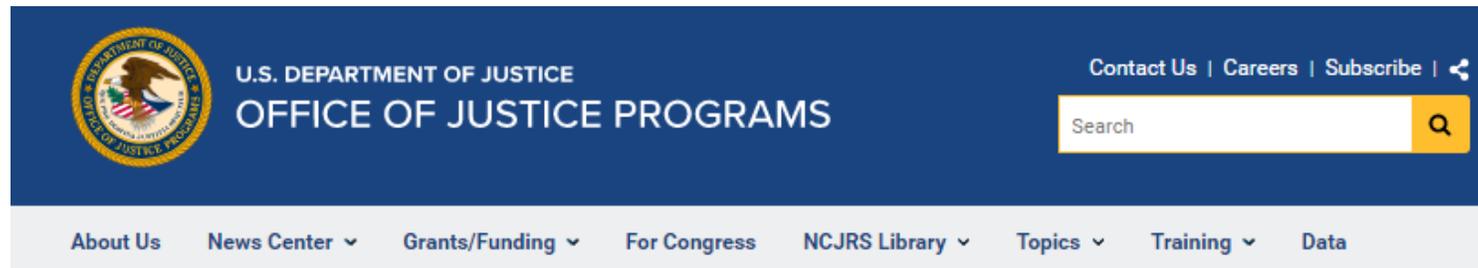
- **Customer Support Hotline**
  - 800-518-4726 or 606-545-5035
  - Operates 24 hours a day, 7 days a week, except on federal holidays.
- **Web and Email**
  - <https://www.grants.gov/web/grants/support.html>
  - [support@grants.gov](mailto:support@grants.gov)
- Provides information on available federal funding opportunities for various federal agencies.

## JustGrants Technical Support

Provides technical assistance with submitting the full application in DOJ's Justice Grants System (JustGrants).

- **Customer Support Hotline:**
  - 833-872-5175
  - Monday – Friday between 7:00 a.m. and 9:00 p.m. ET
  - Saturday, Sunday, and federal holidays from 9:00 a.m. – 5:00 p.m. ET
- **Web and Email**
  - <https://justicegrants.usdoj.gov/user-support>
  - [JustGrants.Support@usdoj.gov](mailto:JustGrants.Support@usdoj.gov)

**Email Updates**  
Text OJP [your  
email address] to  
468-311 to  
subscribe.  
(Message and data  
rates may apply.)



The screenshot shows the top navigation bar of the U.S. Department of Justice Office of Justice Programs website. On the left is the official seal of the Department of Justice. To its right, the text reads "U.S. DEPARTMENT OF JUSTICE" and "OFFICE OF JUSTICE PROGRAMS". On the far right, there are links for "Contact Us", "Careers", "Subscribe", and a share icon. Below these links is a search bar with the word "Search" and a magnifying glass icon. A secondary navigation bar below the header contains links for "About Us", "News Center", "Grants/Funding", "For Congress", "NCJRS Library", "Topics", "Training", and "Data".

[Home](#)



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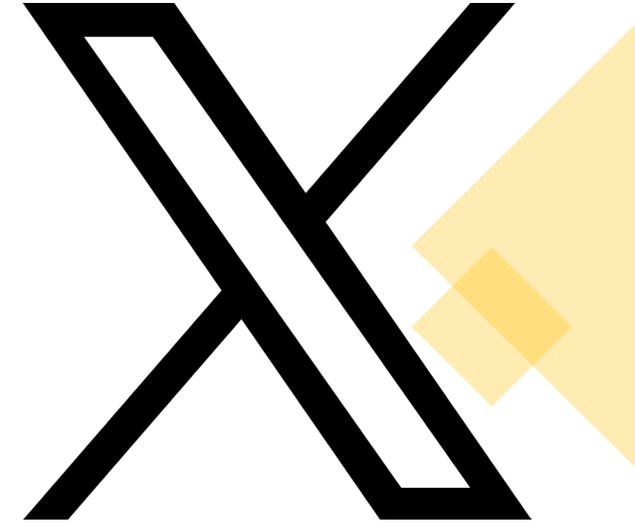
### Stay Connected [↗](#)

- Subscribe to:
  - [OJP News Releases](#) for the latest OJP press releases and publication advisories
  - [JUSTINFO](#), a twice-monthly email newsletter
  - [Funding News](#), a weekly notice of new grant opportunities and application tips
  - [JusticeGrants Update e-newsletter](#) for the latest information and updates on JustGrants, DOJ's grants management system
  - [OJP email newsletters](#) and topical messages available from OJP program offices (BJA, BJS, NIJ, OJJDP, OVC, and SMART)
- Sign up for [U.S. Department of Justice Email Updates](#)

<https://www.ojp.gov/subscribe>

# Stay Connected!

- **Facebook:** <https://www.facebook.com/DOJBJA>
- **X:** <https://x.com/DOJBJA>
- **YouTube:** <https://www.youtube.com/dojbjja>
- Use the QR code to subscribe to “**Justice Matters**” and “**News From BJA**” to receive the latest information from BJA and the field.
- For information on funding opportunities, publications, and initiatives, visit **BJA’s website:** [www.bja.ojp.gov](http://www.bja.ojp.gov).



Additional  
Questions?

## Contact the **OJP Response Center**:

- Email: [grants@ncjrs.gov](mailto:grants@ncjrs.gov)
- Toll free: 800–851–3420
- TTY: 301–240–6310 (hearing impaired only)

The Response Center hours of operation are 10:00 a.m. to 6:00 p.m., ET, Monday through Friday.

# Reminder: Dual Deadlines

Applications must be submitted in a two-step process, each with its own deadline:

- Step 1: Submit an SF-424 and an SF-LLL at [Grants.gov](https://www.Grants.gov).
- Step 2: Submit the full application, with attachments, at [JusticeGrants.usdoj.gov](https://www.JusticeGrants.usdoj.gov).

**NOTE:** Submission deadline times for both Grants.gov and JustGrants are now 8:59 p.m. ET, not 11:59 p.m. ET as in past years.

Read the solicitation carefully for further guidance.

# Quick Reference: Important Contacts



For technical assistance submitting the SF-424 and SF-LLL into Grants.Gov, **call:** 800-518-4726 or 606-545-5035, 24 hours a day, or **email:** [support@grants.gov](mailto:support@grants.gov).



For technical assistance submitting the **full application** into JustGrants, **call:** 833-872-5175, 7-9 ET, M-F, and 9-5 ET, weekends and holidays, or **email:** [JustGrants.Support@usdoj.gov](mailto:JustGrants.Support@usdoj.gov).



For technical assistance with the programmatic requirements, **call the OJP Response Center:** 800-851-3420, 10-6 ET, M-F, or **email:** [grants@ncjrs.gov](mailto:grants@ncjrs.gov).

## SECTION 5

# Q&A



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## Questions?

Enter in the Q&A box and send to All Panelists.