



The [U.S. Department of Justice, Office of Justice Programs' Bureau of Justice Assistance](#) is pleased to announce that it is seeking applications for the development and implementation of training and technical assistance under the Comprehensive Approaches to Sex Offender Management Grant Program. This program will further the Department's efforts to provide training and technical assistance for sex offender management to state, local, and federally recognized tribal jurisdictions.

## **Sex Offender Management Training and Technical Assistance Program FY 2007 Competitive Grant Announcement**

### **Eligibility**

Applicants are limited to for-profit (commercial) organizations, nonprofit organizations, institutions of higher education, and consortiums with demonstrated experience in sex offender management and accountability issues and delivery of training and technical assistance on a national level.

(See "Eligibility," page 1)

### **Deadline**

All applications are due by 8:00 p.m. e.t. on June 5, 2007.

(See "Deadline: Applications," page 1)

### **Contact Information**

For assistance with the requirements of this solicitation, contact: Andrew Molloy, Senior Policy Advisor, at 202-514-9909 or [andrew.molloy@usdoj.gov](mailto:andrew.molloy@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.

**Grants.Gov number assigned to announcement: BJA-2007-1625**

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# **Sex Offender Management Training and Technical Assistance Program**

## **CDFA #16.203**

### **Overview of the Sex Offender Management Training and Technical Assistance Program**

Authorized by 42 U.S.C. § 13941, Pub. L. 110-5, embedded sections 101-104; Pub. L. 109-108, 119 Stat. 2290, 2299, the Sex Offender Management Training and Technical Assistance Program, part of the Comprehensive Approaches to Sex Offender Management (CASOM) Grant Program, focuses on developing and providing training and technical assistance to state, local, and tribal jurisdictions in addressing the reduction of recidivism for and accountability of sex offenders.

### **Deadline: Registration**

Registering with Grants.gov is a one-time process; however, if you are a first-time registrant, it could take up to several weeks to have your registration validated and confirmed and to receive your user password. It is highly recommended you start the registration process as early as possible to prevent delays in submitting your application package to our agency by the deadline specified. There are three steps that you must complete before you are able to register: 1) register with Central Contractor Registry (CCR), 2) register yourself as an Authorized Organization Representative (AOR), and 3) be authorized as an AOR in your organization. For more information, go to [www.grants.gov/](http://www.grants.gov/). **Note: Your CCR registration must be renewed once a year. Failure to renew your CCR registration will prohibit submission of a grant application through Grants.gov.**

### **Deadline: Applications**

The due date for applying for funding under this announcement is 8:00 p.m. e.t. on June 5, 2007.

### **Eligibility**

Applicants are limited to for-profit (commercial) organizations, nonprofit organizations, institutions of higher education, and consortiums with demonstrated experience in sex offender management and accountability issues, and delivery of training and technical assistance on a national level. For-profit organizations must agree to waive any profit or fees for services.

### **Sex Offender Management Training and Technical Assistance Program-Specific Information**

*This award is subject to the availability of appropriated funds and any modifications or additional requirements that may be imposed by law.*

The CASOM Grant Program assists state, local, and tribal jurisdictions in improving their adult and juvenile sex offender management policies and practices by critically examining existing approaches to managing sex offenders in the community. The Sex Offender Management Training and Technical Assistance Program will complement the CASOM Grant Program by providing training and technical assistance to jurisdictions that are developing strategies to address identified gaps and needs. The focus of the training and technical assistance will be twofold: 1) reduction of recidivism for sex offenders, and 2) accountability for sex offenders as it relates to community-based supervision.

Reduction of recidivism will be closely associated with issues such as sex offender registration, tier classification programs for sex offenders, compliance with state and federal laws and ordinances, community notification, Internet sex offenses, law enforcement/ corrections partnerships and roles, monitoring/tracking of high-risk sex offenders, and prevention of sex offenses by new and repeat sex offenders. Accountability for sex offenders will be closely associated with community-based supervision, development/enhancement of electronic monitoring programs, compliance with state and local housing and exclusionary zones laws/ordinances, and development of a range of services for each type of sex offender.

Deliverables will include:

- Onsite delivery of training and technical assistance in a minimum of 12 geographically diverse locations.
- Development of two curriculums: risk reduction through law enforcement, and accountability for sex offenders through community-based supervision practices.
- Development of a minimum of four web-based/distance learning tools of which two will address risk reduction through law enforcement, and two will address offender accountability through community-based supervision.
- Development of one guidebook of promising practices and draft protocols/policies/procedures within law enforcement and community corrections agencies that effectively address sex offender management and accountability in the community.

The products developed should include strategies for information sharing among law enforcement, registry, and corrections agencies, as well as with community-based organizations. Deliverables also should address these topics as they relate to the [Adam Walsh Child Protection and Safety Act of 2006](#) and assist jurisdictions in compliance with the Act's requirements. The Bureau of Justice Assistance (BJA) will coordinate this program with the Office of Justice Programs' (OJP's) Office of Sex Offender Sentencing, Monitoring, Apprehension, Registering, and Tracking (SMART).

### **Amount and Length of Award**

One cooperative agreement will be awarded for up to \$1.1 million for a project period of 18 months.

### **Performance Measures**

To assist in fulfilling the Department's responsibilities under the Government Performance and Results Act (GPRA), Pub. L. 103-62, applicants who receive funding under this solicitation must provide data that measures the results of their work. Performance measures for this solicitation are as follows:

Program Goals	Performance Measures	Data Grantee Provides
Prevent sexual offending in the community by providing training and technical assistance to law enforcement and corrections agencies on sex offender management.	<p>Number of local law enforcement and corrections agencies receiving technical assistance (TA) through the program.</p> <p>Number of local law enforcement and corrections agencies staff trained through the program.</p> <p>Percentage of pre- and post-TA/course evaluations demonstrating self-reported improvement in understanding the strategies to address the management of sex offenders in the community.</p>	<p>Number of local law enforcement and corrections agencies receiving TA through the program.</p> <p>Number of individuals receiving TA:</p> <ul style="list-style-type: none"> <li>• Law enforcement.</li> <li>• Corrections.</li> </ul> <p>Number of local law enforcement and corrections agencies trained through the program.</p> <p>Number of individuals receiving training:</p> <ul style="list-style-type: none"> <li>• Law enforcement.</li> <li>• Corrections.</li> </ul> <p>Number of pre- and post-TA/course evaluations demonstrating self-reported improvement in understanding of strategies to address sex offender management in the community.</p> <p>Total number of pre- and post-TA/course evaluations submitted.</p>
Develop training and technical assistance products to assist law enforcement and corrections agencies in addressing sex offender management and accountability issues.	Percent of planned deliverables submitted on time.	<p>Number of deliverables submitted on time.</p> <p>Number of deliverables not submitted on time.</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](http://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**.

**CFDA Number:** The Catalog of Federal Domestic Assistance (CFDA) number for this solicitation is 16.203, titled “Comprehensive Approaches to Sex Offender Management” and the funding opportunity number is BJA 2007-1625.

**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. 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 [www.dunandbradstreet.com](http://www.dunandbradstreet.com). Individuals are exempt from this requirement.

## **What an Application Must Include**

### **Standard Form 424**

#### **Program Narrative (Attachment 1)**

Applicants must submit a program narrative that describes the proposed activities for the grant period and responds to the below selection criteria in the order given. The narrative should be double-spaced, using a standard 12-point font (Times New Roman preferred) with 1-inch margins, and must not exceed 20 pages. Please number pages "1 of 20," "2 of 20," etc.

#### **Budget and Budget Narrative (Attachment 2)**

Applicants must provide a budget that is complete and allowable. Applicants must submit a budget worksheet and budget narrative in one file. A fillable budget detail worksheet form is available on OJP's web site at [www.ojp.usdoj.gov/Forms/budget\\_fillable.pdf](http://www.ojp.usdoj.gov/Forms/budget_fillable.pdf).

#### **Project Timeline, Resumes, and Letters of Support (Attachment 3)**

Attach a project timeline with each task, expected completion date, and responsible person or organization; resumes for key positions; and letters of support that outline the partners' responsibilities (if applicable).

## **Selection Criteria**

### **1. Statement of the Problem (20 points)**

Demonstrate knowledge of and experience in developing a range of effective criminal justice, public safety, and sex offender management- and accountability-related evidenced-based practices, policies, and protocols. Demonstrate knowledge of the Adam Walsh Child Protection and Safety Act of 2006 and its requirements, as well as demonstrate how those requirements will be addressed in the deliverables and training and technical assistance developed for this project.

### **2. Program Design and Implementation (35 points)**

Describe strategies for developing and delivering resources, as well as training and technical assistance, related to sex offender management and accountability, including: curriculums, web-based/distance learning tools, guidebooks, onsite training and technical assistance, promising practices, draft protocols, and other publications. Strategies should address how training and technical assistance will be provided to support recipients of the BJA Comprehensive Approaches to Sex Offender Management Discretionary Grant Program in planning, implementing, and enhancing sex offender management strategies and also should address how the delivery will occur within a short timeframe (18 months) (see Attachment 3).

### **3. Capabilities/Competencies (20 points)**

Describe the management structure, staffing, and in-house or contracted capacity to complete each of the potential tasks or projects outlined. Provide resumes for project

personnel and consultants (see Attachment 3). Demonstrate the ability to manage complex activities (both type and expertise) effectively. Clearly outline the organization's ability to conduct the individual activities and the organization's and staff's experience in developing and providing effective sex offender management and accountability training and technical assistance, as well as a clear understanding of the Adam Walsh Act.

Applicants who plan to partner with other criminal justice, public safety, and sex offender management and accountability subject-matter experts, consultants, or organizations must clearly show the qualifications of those partners. As appropriate, describe co-applicant's roles and responsibilities, which should mirror the information provided in the letters of support (see Attachment 3).

**4. Budget (15 points)**

Provide a budget that is complete, allowable, and cost effective (see Attachment 2). If the primary applicant is going to make subawards to other entities, the amount being subawarded must be designated in the budget.

**5. Impact/Outcomes and Evaluation (10 points)**

Describe the process for measuring project performance, including meeting timelines and deliverables, as well as obtaining input and feedback from customers and stakeholders. Detail what will be measured (see Performance Measures), who is responsible for performance measurement, and how the information will be used to guide the program.

## **Review Process**

All applications will be peer reviewed. The BJA Director will then make award recommendations to OJP's Assistant Attorney General, who will make final determinations.

## **Additional Requirements**

- Civil Rights compliance.
- Confidentiality and Human Subjects Protections regulations.
- Anti-Lobbying Act.
- Financial and Government Audit requirements.
- National Environmental Policy Act (NEPA) compliance.
- DOJ Information Technology Standards.
- Single Point of Contact Review.
- Non-Supplanting of State or Local Funds.
- Criminal Penalty for False Statements.
- Compliance with Office of the Comptroller *Financial Guide*.

- Suspension or Termination of Funding.

We strongly encourage you to review the information pertaining to these additional requirements prior to submitting your application. Additional information for each can be found at [www.ojp.usdoj.gov/funding/otherrequirements.htm](http://www.ojp.usdoj.gov/funding/otherrequirements.htm).