

**Tribal Courts Assistance Program (TCAP)  
FY 2007 Competitive Grant Announcement**

**Frequently Asked Questions (FAQs)**

**1. Who is eligible to apply?**

Applicants are limited to federally recognized tribal governments, including eligible Alaska Native villages and corporations, and authorized intertribal consortia. Recipients of prior BJA tribal court planning grants may only apply under Category III. Tribes that received grants in FY 2005 and FY 2006 are not eligible for FY 2007 supplemental funding. (See Eligibility, pages 1-2, for full details.)

**2. If a tribe has an existing FY 2005 or 2006 grant, why can't it apply in FY 2007?**

The submission would be deemed an enhancement and therefore not eligible. This policy was established because FY 2005 and FY 2006 grant recipients have "active projects" and by limiting the pool of applicants, BJA is responding to the field by working to enhance opportunities for tribes not having received recent grant awards.

**3. Can Territories or indigenous Hawaiian organizations apply?**

No, only federally recognized American Indian and Alaska Native tribal governments, including eligible Alaska Native villages and corporations, and authorized intertribal consortia may apply.

**4. What can be funded under the Tribal Courts Assistance Program?**

Funding strategies may include, but are not limited to: (a) planning and implementing new tribal/intertribal courts; and (b) enhancing the operation of existing tribal courts, including establishing a core structure for a tribal court, improving case management, training court personnel, developing civil and criminal code, acquiring equipment and software, enhancing prosecution and indigent defense, supporting probation diversion and alternative sentencing, designing services and multidisciplinary protocols for juvenile victims of physical and sexual abuse, and structuring intertribal or tribal appellate systems.

**5. Can a tribe with a service population of less than 1,000 apply to plan and implement a Single Tribe Court System?**

Yes. Under Category I: Planning and Implementing an Intertribal Court System for Smaller Populations, tribes must be part of an intertribal consortia to apply. However, should distances and/or inhospitable terrain adversely impact the development of a collaborative partnership for tribes serving populations of less than 1,000, a tribe may apply as a single entity by including this justification in their submission. (See Award Categories, page 2.)

**6. Can tribes apply for more than designated award totals?**

Tribes may apply for up to the maximum amount under each Category and no more. Any submission requesting more than the designated amount shall be deemed ineligible and not be reviewed for grant award consideration. (See Award Categories, page 2.)

**7. May the applicant designate which of the performance measures listed apply to its project, or is the applicant expected to address all performance measures?**

Applicants are expected to address all performance measures. They must describe their ability, through a formal process, to collect information related to the performance measures

listed in the solicitation.

**8. Is preference given to particular strategies that may be funded under Category III?**

No preference is given. The review process focuses on the applicant's ability to demonstrate that they have thoroughly described their project and responded to the criteria identified in the solicitation.

**9. Is match required? Are there budgetary restrictions regarding personnel?**

No, match is not required. However, if a position is supported with BJA funds, total costs associated with "salary and fringe benefits" may not exceed 50 percent of the grant.

**10. The solicitation states that federally recognized tribes or intertribal consortia may apply. What is a consortium? Can a tribe submit more than one application under the program?**

A consortium is two or more tribes that agree to partner together to submit an application; however, only one tribe may serve as the consortium's applicant agency. (Note: A tribe may either submit its own application or be part of a consortium, but not both.) In order for the consortium's submission to be valid, applicants must include written authorization from each federally recognized tribe and certify that the partnership was established before the program's January 4, 2007 deadline.

**11. Do tribes have to allocate at least \$40,000 over the project period to cover travel and other costs for attending BJA training/court-related meetings?**

Yes. It has been demonstrated that technical assistance and training remains as a critical component toward planning, implementing, enhancing, and sustaining tribal justice systems. Topical areas address all facets of the justice system and over the past several years, more than 60 BJA-sponsored training events have reached out to at least 2,200 tribal justice personnel representing 300 tribes.

**12. The solicitation did not list available funding or the number of awards. Is this known?**

Awards are subject to the availability of FY 2007 appropriated funds. In FY 2006, 26 awards were provided to tribes applying under this solicitation.

**13. Is there a budget format or sample that is available?**

Applicants must submit a budget worksheet and budget narrative in one file. A fillable budget detail worksheet is available on the Office of Justice Programs web site at [www.ojp.usdoj.gov/Forms/budget\\_fillable.pdf](http://www.ojp.usdoj.gov/Forms/budget_fillable.pdf).

**14. Does the 20-page limit include Attachments 1, 2, and 3 or only Attachment 1?**

The 20-page limit pertains only to the Program Narrative/Attachment 1. See page 4 of the solicitation for further details.

**15. Instructions state that the budget worksheet and narrative should be submitted in one file. The worksheet is a fill-in-the-blanks form. Where will the narrative appear?**

The budget worksheet and narrative must be submitted as one document under the other attachments form. The budget worksheet and narrative must be submitted as one document; a sample is found through the hyperlink listed on page 4 of the solicitation. The form provided can be copied and saved into a WordPerfect or Word document, and the narrative can be added after the work sheet information. For problems with attachments, please contact Maria Bailey at [Maria.Bailey@usdoj.gov](mailto:Maria.Bailey@usdoj.gov). Recognize also that the Budget

Detail Worksheet is used as a guide to assist the reviewers in comparing activities proposed with budget items requested. We also recommend that you visit the Office of the Comptroller's (OC) web page at: [www.ojp.usdoj.gov/oc/](http://www.ojp.usdoj.gov/oc/) for additional assistance related to your budget.

**16. When is the funding start date?**

Applicants may begin their proposed project dates on or after July 1, 2007. The project must run for at least 24 months.

**17. Where can the applicant turn to for help if difficulty is encountered submitting the application packet to Grants.gov?**

Contact the Grants.gov Customer Support Hotline at 1-800-518-4726.

**18. Who can the applicant turn to if they need assistance with the requirements of this solicitation?**

If the applicant is having difficulty with the solicitation's requirements or they would like to discuss issues/elements more fully, contact Bob Brown, BJA Senior Policy Advisor for Tribal Justice. He can be reached at either 202-616-3297 or by e-mail at [robert.brown@usdoj.gov](mailto:robert.brown@usdoj.gov).

**19. If a tribe receives an award, does a formal program evaluation have to be conducted?**

The evaluation process listed in the solicitation refers to the applicant's ability to describe their process for collecting information related to the project's goals and objectives along with the performance measures listed in the solicitation, including outcome and output measures. That information would be collected through categorical progress reports submitted to our agency twice per year.

**20. If the applicant has difficulty with the Grants.gov submission process and their application packet is time-stamped following the program's deadline of 8:00 p.m. e.t., January 4, 2007, will BJA be lenient and allow it to be entered into the competitive application process?**

BJA encourages applicants to provide their submissions to Grants.gov at their earliest convenience to avoid problems. Any submission received after the stated deadline will not be considered and the applicant will be informed by written correspondence of their ineligibility.