

# FY 2022 Comprehensive Opioid, Stimulant, and Substance Abuse Site-based Program Solicitation

## Frequently Asked Questions

*Below are questions submitted during the May 12, 2022, informational webinar—and associated answers related to the FY22 Comprehensive Opioid, Stimulant, and Substance Abuse Site-based Program solicitation. The solicitation and additional information are accessible at [FY 2022 Comprehensive Opioid, Stimulant, and Substance Abuse Site-based Program \(COSSAP\)](#).*

**Please note the following deadlines:**

**Grants.gov Deadline: June 13, 2022**

**JustGrants Deadline: June 17, 2022**

**Q: Can I apply for a new COSSAP grant if I am a current COSSAP or COAP grantee?**

A: Yes, but your new application should reflect a project that is substantively different than your current COSSAP or COAP grant-funded project. Priority is given to new applicants, but this does not prohibit awards to current COSSAP or COAP grantees.

**Q: Is there any guidance regarding jurisdictions that currently are receiving COSSAP funding and may apply for a new grant?**

A: If you have an open and active grant and it expires September 30, 2022, you are eligible for any of the focus areas for a new grant. If your grant does not expire this fall and you have an open and active grant as of September 30, 2022, you cannot apply for the same types of services that you have an existing grant for. So, if your current grant has money for medication-assisted treatment and law enforcement assisted diversion, you can apply for other areas of funding to go along with that. You can apply for peer recovery support services. You can apply for an evaluation and other types of things in those focus areas. You just cannot receive an award for the same project over multiple years.

**Q: Can a current COSSAP grantee receive funding for the same area of focus/need with expanded capacity (e.g., serving more people utilizing the same intervention)?**

A: We support expansion, and the solicitation addresses opportunities to expand a successful program. You would have to show in the application that you are adding additional personnel and that you are using additional dollars to support an entirely different population. It is suggested to look at the menu of different priority areas and add other components to your program. Look at ways to add other services that would not look like you are co-mingling funding, and add other resources to support the success of your program.

**Q: We are currently a COAP grantee and have never renewed before (our funding is ending in September). Other than discussing how we plan to continue our initiatives, do we need to provide any data on our previous project or documents, other than explanation in the narrative, or would it increase our likelihood to get renewed if we showed the successes we have had so far?**

A: We would love to hear the successes of the program, but that is really up to your jurisdiction. We do not want to tell you how to submit or how to craft your application because some people can say, “If we added three more focus areas, we could do much better than what we have done.” That would count equally as someone saying, “We have done really great with the money that has now ended, and now we want to request funds to serve as many people and see them successfully graduate from our program or return back to the community as possible.” This is your opportunity to tell your story. It is your peers who review the applications. You want to reflect how you would see the data you present in the statement of the problem section of the application and how well you respond with additional dollars to show that you are able to continue these successful outcomes, if that is your pitch, or that you identified that there was a whole population that you did not serve, and additional resources can help serve greater numbers. It is up to you to figure out how to frame that.

**Q: If we received a COSSAP grant that is scheduled to end on September 30, 2022, to develop an overdose fatality review (OFR) team, and now we need funding to sustain our successful OFR team, implement the recommendations that are being generated by the team, and provide OFR technical assistance to developing teams. Would that be an allowable/fundable project?**

A: Yes. If the project is expanding and moving forward on recommendations that are part of the category of information sharing.

**Q: We currently have a Rural Responses to the Opioid Epidemic (RROE) grant that would end either December 2022 or February 2023. We are interested in this grant to continue funding the initiatives we have implemented and to fund new initiatives. Would that be allowed if we did not start drawing down on COSSAP funds until RROE is done (or at least draw down on the initiatives that would overlap)?**

A: This is not meant to be a sustainability plan for the same exact types of services. If you are looking to expand upon what you are doing—definitely because it is all COSSAP funds—it cannot fund doing the same activity during the same period of time. Do not be duplicative in using COSSAP funds to fund the same activities during the same period of time, but maybe look at some other areas of expansion or under other allowable usages.

**Q: Our state-funded behavioral health services are provided by local governing entities which are state agencies that oversee a specific catchment area of the state. Can they apply as a local government?**

A: They would be a unit of state government and not a unit of local government. So, either the state would apply and then that would be for multiple different sites, or a unit of local government would apply in one of those catchment areas and then collaborate with that public health agency.

**Q: Can nonprofit agencies apply?**

A: A nonprofit agency must partner with an eligible entity in order to apply. Under this scenario, the nonprofit agency would be a subgrantee.

**Q: Would a drug task force (multijurisdictional or otherwise) be able to apply through a local county government under category 1c?**

A: : Category 1c is rural, so there are multiple pieces to be eligible for 1c. One of them is population and also that the jurisdiction is defined as a rural community. In addition to meeting those requirements, the applicant would have to be a unit of government.

The total population of all of the jurisdictions within a regional/multijurisdictional task force that would be served would need to be taken into account. You would not just focus on the actual local government applicant's population because they are applying on behalf of the total area that is served by the drug task force. Also, those areas would need to be considered rural in order to be eligible for 1c.

**Q: May a city government of less than 100,000 population apply?**

A: Yes. Then you have to dive a bit deeper into if it would be category 1b or 1c. If your population is under 100,000 **and** you meet the definition for rural, that is 1c. If you are over 100,000 and do not meet the definition of rural, it is 1b. If you are greater than 500,000, it would be urban/1a.

**Q: Under what part of the grant should special jurisdictions like the District of Columbia apply, and who from there could theoretically submit an application on the district's behalf?**

A: D.C. would apply under category 2.

**Q: Would a program be eligible under funding option #10 that would pay for rent (maximum of 30 percent of the grant) and provide peer support to homeless individuals while partnering with a university as the research partner?**

A: I think we are talking about field-initiated. To really think about field-initiated is to think about a newer, promising practice that has not been greatly tested or greatly implemented and researched in the criminal justice context. So, this is one area where I think we are trying very hard not to give examples or say "yes" or "no" on the front end because we really do want this innovation and these new ideas to come from the field and then allow our peer reviewers to really sift through all of those. With that said, you would have to have a research partner, but really think about if this is something new, not tested, not researched, that specifically addresses the impact of substance use disorder for those involved or at risk of involvement in the criminal justice system.

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**Q: Could an underserved population be homeless individuals?**

A: Please refer to the “OJP Priority Areas” section of the solicitation (page 9) that will provide detail about the definition of “underserved.” You may wish to look deeper into Executive Order 13985, as well.

**Q: Can this grant help support recovery community organizations?**

A: Yes.

**Q: Can we apply under both categories?**

A: Assuming this is referring to statewide and also the local, the answer is yes. That will increase your chances of getting an award. However, you cannot receive funding for the same projects under different categories. For instance, a jurisdiction says, “We are a small county, and we want to apply in the rural category. These are the things we would like to work on, but also the state is going to apply on behalf of us and loop us in with five other jurisdictions.” That is allowable. But, if you score high enough on the statewide category as well as the local category, we would have to determine which one we would deem you eligible for, and you would only get one award. That is only fair. To put it into perspective, this is a highly competitive process and a great need. We want to make sure that we are providing enough funding for as many people who need it to respond to this crisis that we are in currently.

**Q: How do you get a JustGrants login?**

A: The application submission checklist, available at <https://justicegrants.usdoj.gov/sites/g/files/xyckuh296/files/media/document/appln-submission-checklist.pdf>, will walk you through the full application process, the first part of which is applying to JustGrants.gov. If you have not started that process yet, make sure that you are fully registered there. Every Wednesday afternoon, the JustGrants team holds a virtual question-and-answer session focused on application submission: “Application Mechanics: Submitting an Application Training.” Register at [https://justicegrants.usdoj.gov/training/training-virtual-sessions#Application\\_Mechanics](https://justicegrants.usdoj.gov/training/training-virtual-sessions#Application_Mechanics). The sessions can cover a lot of JustGrants questions, provide informational training, and give a detailed guide to the application submission process.

**Q: Do we submit to both the JustGrants site and Grants.gov at two different times?**

A: Yes, the application first goes through Grants.gov. Once you have completed the application process in Grants.gov, then you will receive a link to access the JustGrants application. Please refer to the checklist (<https://justicegrants.usdoj.gov/sites/g/files/xyckuh296/files/media/document/appln-submission-checklist.pdf>) that was mentioned in the webinar. It is a four-page checklist that goes into great detail about the steps of the application process.

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**Q: Is there a maximum page limitation? The guidance states 20 pages for the project narrative, but are there limits on the entire application when printed?**

A: Yes, there is a page limit of 20 pages for the narrative. The rest of the application—the abstract, the budget worksheet, the budget narrative, the time and task plan, letters of support, etc.—is not foreseen as being extensive. There are no page limits for those application elements.

One thing that is really looked at in order to gather information from each one of the applications is the abstract. This year, a lot of time was spent on retooling the format for the abstract, so it is extremely important that you put the total amount of funding requested along with the focus area(s) for which you are requesting funding. That data is being captured to see the majority of where in the focus areas the applications are aligned, what the greatest needs are, and what trends in services are identified, in addition to making sure that we are responsive to the certain earmarks that we have to satisfy. In the authorizing language, there are three mandatory earmark minimums, so it is extremely important that we are supporting Congress with what they deem is important for the funding, and the only way that we can capture that is if applicants put everything that is relevant in their abstracts.

**Q: Do my charts and tables need to be double-spaced?**

A: No, charts and tables do not need to be double-spaced.

**Q: How should references be listed in the narrative? Should references be attached separately in the other attachments? Should they be included in the narrative on the last page or as a footnote?**

A: If it is a spacing issue to stay within the 20 pages, we are fine with the references on a page that is not within the 20. If you need to craft it in a way that the references are on another page, that is fine.

**Q: When should my workplan timeline start?**

A: October 1, 2022.

**Q: How many applications do you intend to fund in each category?**

A: BJA intends to make approximately 25 awards in each Category 1 subcategory and approximately 5 awards in Category 2. However, we will consider the number and quality of the applications received when making awards.

**Q: How many awards do you intend to make in total?**

A: BJA anticipates making a minimum of 83 awards for varying amounts under the FY 2022 COSSAP solicitation.

**Q: Where can I find examples of current and/or previously funded COAP or COSSAP projects?**

A: Brief descriptions of projects can be accessed at the COSSAP Resource Center's ([www.cossapresources.org](http://www.cossapresources.org)) "Grantee Projects" page: <https://www.cossapresources.org/Program/SiteGrants/Projects>. Examples of successful applications from past years are available on the "Applying for Funding" page: <https://www.cossapresources.org/Program/Applying>.

**Q: Can syringes be purchased with grant funding?**

A: Funding may be used to support comprehensive syringe services programs.

**Q: Could we use funding for a mobile unit to serve at-risk patients exiting jail?**

A: If there is a clear linkage to the use of the mobile unit to the continuation of treatment of care and recovery support services to individuals as they reintegrate, then it should be allowable. However, vehicle purchases are an unallowable cost, so that would have to be very well described in the application.

**Q: Is wastewater testing an allowable expense?**

A: It would have to be something that was supported in the application, demonstrating that it is supporting the project within the allowable activities, and it would have to be a reasonable cost.

**Q: What are the limitations/unallowable expenses as it relates to housing? Can someone build transitional housing? Can they fund any and all recovery housing?**

A: We do not fund construction. Generally, what we see when people request services, it is under contractual obligations and is for a certain number of spaces within a transitional housing facility or some type of services that you are paying per person or for the length of time people are receiving services within that transitional housing space. Also, there is a limitation in the solicitation that no more than 30 percent of the award can go towards recovery housing costs.

**Q: If we use BJA funds to pilot an OFR through the end of this year, can we use these funds to support operations from 2023 on? Also, can we fund a ride share contract?**

A: Yes, if you piloted an OFR and you are expanding to move toward your recommendations, that would be part of what we would consider. With the ride-share, it would have to be tied to your project in possibly a recovery support services aspect. Then it would not necessarily be unallowable.

**Q: Can renovations of a jail accommodate those arrested as substance abusers (such as padded cells, surveillance, new cells, etc.)?**

A: Construction costs are not allowable. The focus should be the provision of treatment as you are developing your application. Any of these additional costs would need to have a clear nexus to providing substance use disorder treatment to pretrial and post-trial populations in the facility.

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**Q: Can you define “admin” costs that fall under that 800K cap for category 2 applicants? For example, would funding an enhancement to a state-managed system that locals use be okay?**

A: It depends on how that fits in with the rest of what your project is. The answer is not “no,” but these funds are not meant to support basic operations. That is to say, if there are administrative costs related to administering the grant or to support data collection or other sorts of costs around grant and project administration, that is what the definition of “administrative costs” is, broadly. You would have to tie it to what your proposed project would be.

**Q: Are subawards reimbursements, or can grant funding be provided directly to the locals?**

A: All BJA grants are reimbursement grants, so recipients do not get the funds up front. Grantees submit on a regular basis for reimbursement for funds expended.

**Q: Can a subgrantee charge indirect costs to the grant?**

A: A subgrantee can budget indirect costs. The prime recipient is responsible for approving the rates for all subrecipients. If the subrecipient has a negotiated rate with a Federal agency, then that rate would apply. More information can be found in the DOJ Financial Guide, located at [https://ojp.gov/financialguide/doj/pdfs/DOJ\\_FinancialGuide.pdf](https://ojp.gov/financialguide/doj/pdfs/DOJ_FinancialGuide.pdf).

**Q: Is it recommended that we have all subawardees identified, or is it okay to do a request for proposal (RFP) after the grant is awarded?**

A: Either way is acceptable. If they are not identified, you would have to state very clearly in the application how you would go about identifying them. Whether it is a state application and they are talking about your subawards as the local sites or it is a research partner or some other service provider, as much information about what that would look like should go in the application.

**Q: We are considering an application for a city government that would subgrant to a nonprofit with social workers and peers that work with justice-involved individuals. Those practitioners would be employed by the nonprofit and not be technically embedded *within* law enforcement, courts, defense/prosecution, etc. Would that meet primary focus area #6?**

A: We do allow funds for subgrantees to work with social workers and peer recovery support specialists because of evidence that shows that is effective.

**Q: Can you speak more on the researcher/evaluator? What qualifications do they need, and how often should they be evaluating the project?**

A: We have in the solicitation a link to resources on what a practitioner/researcher relationship should look like and who you should think about with regard to the qualifications of your researcher. Also, on the NIDA website (<https://nida.nih.gov/>), there is more about researcher/practitioner relationships that is helpful as you go about bringing on a researcher. Also, based on what is in the solicitation, there is an expectation that there is ongoing work from a researcher in the partnership, that it is not just at the end of the grant cycle as part of the process in an upcoming evaluation. This is

designed to assist you, as the practitioner, along the way. We have found within other areas of BJA that when we have seen researchers partnered with practitioners, the outcome is often much better.

**Q: Do we need to have a researcher identified, or can we do an RFP after the grant is awarded?**

A: No, you do not have to have one identified, but it is recommended.

**Q: Could you clarify what percentage of the grant amount can be allocated for the research partner? I thought I saw both 20 percent and a minimum of 30 percent.**

A: The maximum is 20 percent for the site-based grant if you are doing innovation. There is a requirement for state-based that is no more than \$400,000. It depends on if you are applying as a local or a state entity. That is why there are two different figures.

**Q: The grant administrator is our local health department. Can an EPI/data research staffer at the health department be considered a “research partner?”**

A: Yes. However, we use the word “independent.” So, the person could be an epidemiologist, but thinking about what their relationship is to the project and whether they would be considered an independent researcher would be really important.

**Q: Does community engagement to determine what is driving racial inequities in overdose deaths and development of a strategic plan align with the collecting data strategy?**

A: Community engagement to collect data for the purpose of understanding your problem, to identify the racial inequities, and to develop your strategic plan would be part of a data collection strategy.

**Q: Could a nonprofit treatment provider partner with the local county courts to provide treatment to incarcerated persons?**

A: A unit of local government would have to be the applicant, and they could make a subaward to a treatment provider to provide services, and those services could be provided in a local or regional jail.

**Q: What are the expectations for programs and services to continue once the grant period ends?**

A: Our funding is intended to be seed money. The plan is to get funding out to the communities and have the community leverage resources and show success of the program so the community will continue to kick in supplemental funding once the grant ends. That is the intention, although sometimes that is not always the case, and you can continue to request dollars, especially if you are showing that there is great success of your program. However, just to reiterate, our funding is not intended to be funding in just block grant style, but more in seed funding.

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*If you have further questions, please contact the Institute for Intergovernmental Research at [COSSAP@iir.com](mailto:COSSAP@iir.com).*