FY 2023 Comprehensive Opioid, Stimulant, and Substance Use Site-Based Program (COSSUP)

Solicitation Webinar
Agenda for Today’s Webinar

- Overview
- Funding categories
- How to apply
- Proposal narrative
- Budget
- Attachments
- Resources for applicants
- Technical questions
- FAQs
BJA Overview
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.

[www.bja.gov](http://www.bja.gov)
Appointed by President Biden in February 2022, Director Moore leads BJA’s programmatic and policy efforts on providing a wide range of resources, including training and technical assistance, to law enforcement, courts, corrections, treatment, reentry, justice information sharing, and community-based partners to address chronic and emerging criminal justice challenges nationwide.

<table>
<thead>
<tr>
<th>Policy Office</th>
<th>Programs Office</th>
<th>Operations Office</th>
<th>Public Safety Officer Benefits Office</th>
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<tbody>
<tr>
<td>provides national leadership to criminal justice organizations that partner with BJA to identify effective program models for replication and infuse data-driven, evidence-based strategies into operational models, practices, and programs.</td>
<td>administers state, local, tribal, and territorial grant programs. It acts as BJA’s direct line of communication to states, local jurisdictions, territories, and tribal governments by providing customer-focused grants management support and careful stewardship over federal funds.</td>
<td>coordinates all communication, formulates and executes the budget, manages contracts, measures grantees’ performance, and provides administrative support to BJA.</td>
<td>provides death and education benefits to survivors of fallen law enforcement officers, firefighters, and other public safety officers and disability benefits to officers catastrophically injured in the line of duty.</td>
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Five Major Strategic Focus Areas

- Improve public safety through measures which build trust with the community and ensure an effective criminal justice system
- Reduction in recidivism and prevention of unnecessary confinement and interactions with the criminal justice system
- Integration of evidence-based, research-driven strategies into the day-to-day operations of BJA and the programs BJA administers and supports
- Increasing program effectiveness with a renewed emphasis on data analysis, information sharing, and performance management
- Ensuring organizational excellence through outstanding administration and oversight of all of BJA’s strategic investments
Fund – Invest diverse funding streams to accomplish goals.

Educate – Research, develop, and deliver what works.

Equip – Create tools and products to build capacity and improve outcomes.

Partner – Consult, connect, and convene.
COSSUP Purpose

Provide financial and technical assistance to support state, local, tribal, and territorial efforts to respond to illicit substance use and misuse; reduce overdose deaths; promote public safety; and support access to prevention, harm reduction, treatment, and recovery services in the community and justice system.

The cornerstone of COSSUP is its emphasis on partnership and collaboration across the public health, behavioral health, and public safety sectors. Effective community responses leverage the combined expertise of each of these disciplines and rely upon unified and coordinated strategies.
Biden-Harris Administration Priorities

BJA has incorporated many of the Administration’s priorities into the solicitation to ensure that we promote evidence-based public health and public safety interventions. The priorities also emphasize several cross-cutting facets of the epidemic, namely by focusing on ensuring racial equity in drug policy and promoting harm-reduction efforts.

- Expanding access to evidence-based treatment
- Advancing racial equity
- Enhancing evidence-based harm reduction efforts
- Supporting evidence-based prevention efforts to reduce youth substance use
- Expanding the addiction workforce
- Expanding access to recovery support services
Funding Categories
Funding Category 1 – Eligibility

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

<table>
<thead>
<tr>
<th>Sub-Category</th>
<th>Funding Cap</th>
<th>Length</th>
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<tbody>
<tr>
<td>Subcategory 1a – An urban area or large county with a population greater than 500,000.</td>
<td>$1,600,000 for the entire grant period</td>
<td>36 months</td>
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<tr>
<td>Subcategory 1b – A suburban area or medium-size county with a population between 100,000 and 500,000.</td>
<td>$1,300,000 for the entire grant period</td>
<td>36 months</td>
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<tr>
<td>Subcategory 1c – A jurisdiction is considered rural if the applicant is all or part of a county that is either entirely rural or is an urban or suburban county that contains rural census tracts as identified by the Rural Health Grants Eligibility Analyzer. All federally recognized Indian tribes must apply under this subcategory.</td>
<td>$1,000,000 for the entire grant period</td>
<td>36 months</td>
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Funding Category 1 - Allowable Uses

There are eleven focus areas.

Funding under category 1 may be used to develop, implement, or expand a combination of the allowable use activities or be concentrated on one, so long as the proposed budget is appropriate and justified.
Funding Category 1 - Allowable Uses (continued)

1) Law enforcement and other first responder deflection and diversion programs; multidisciplinary approaches to overdose prevention, response, and diversion and referral models, led by law enforcement and other first responders.

2) Pre-booking or post-booking treatment alternative-to-incarceration programs, such as pretrial, prosecutor, and court diversion or intervention programs, that serve individuals at high risk for overdose or substance abuse.
Funding Category 1 - Allowable Uses (continued)

3) **Education and prevention** programs to connect law enforcement agencies with K-12 students.

4) **Naloxone** for law enforcement, first responders, jail staff and other justice system practitioners.

5) **Court** programming to prioritize and expedite treatment and recovery services for individuals at high risk for overdose, as well as services for children and youth impacted by their parents’ or other family members’ substance use.

6) Transitional or recovery **housing** and peer **recovery support** services.
Funding Category 1 - Allowable Uses (continued)

7) Embedding social workers, peers, and/or persons with lived experience at any intercept of the Sequential Intercept Model to assist persons in the criminal justice system and their families navigate the justice system and increase their connection to treatment and recovery support services. Social workers, peers, and/or persons with lived experience may be embedded within law enforcement agencies, pretrial and probation agencies, prosecutor-led programs, legal defense agencies, child welfare agencies, courts, and jails to support community reentry.
Funding Category 1 - Allowable Uses (continued)

8) Evidence-based treatment, such as medication-assisted treatment (MAT), as well as harm reduction activities.

9) Identifiable and accessible take-back programs for unused controlled substances found in the home and used by hospitals and long-term care facilities.

10) Comprehensive, real-time, regional information collection, analysis, and dissemination.
11) Field-initiated projects that bring together justice, behavioral health, and public health practitioners to implement new or promising practices, which may not yet have a research base in addressing the impact of opioids, stimulants, and other substances on communities as a whole and individuals at risk of or with justice system involvement. This includes the application of evidence-based strategies from other fields that have not yet been fully examined in the justice context. Applications for field-initiated projects must include a research partner.
Funding Category 1 – Additional Information

All proposed projects should include a multidisciplinary coordinating body that focuses on addressing the issues that arise due to the impacts of illicit opioids, stimulants, and other drugs.

Such bodies could be criminal justice coordinating councils, prevention coalitions, or overdose fatality reviews that include representatives from public safety, public health, behavioral health, K-12 education, family services, local government, and nonprofit services agencies.

These entities are not intended to be temporary in nature, such as a task force, but are instead intended to exist as a permanent standing body that will increase cooperation and collaboration to sustain efforts across all sectors.
Applicants should also strongly consider formally partnering with a researcher at the outset of the proposed project. These researcher-practitioner partnerships assist with ongoing problem analysis, identification of evidence-based responses, strategic planning of interventions, implementation assessment, and conducting an impact evaluation.

Note: No more than 25 percent of total grant funds may be used for research and evaluation.
**Funding Category 2 - Eligibility**

State Governments

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<tr>
<th>Sub-Category</th>
<th>Funding Cap</th>
<th>Length</th>
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<tr>
<td>Applications from states on behalf of county, local, municipal, or tribal communities</td>
<td>$7,000,000 for the entire grant period</td>
<td>36 months</td>
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- 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.
- “State” means any state of the United States, the District of Columbia, the Commonwealth of Puerto Rico, the Virgin Islands, Guam, American Samoa, and the Commonwealth of the Northern Mariana Islands.
Funding Category 2 – Objectives

• The objective is to support state-wide efforts to implement and enhance one or more of the eleven allowable use areas in a **minimum of six** geographically diverse counties, localities, or regions of the state.

• The state may retain up to $800,000 in total (not annually) for administrative purposes and to support the mandatory deliverables.

• In addition, a percentage up to $800,000 **must** be used to support an independent evaluation of project activities.

• The balance of the funds must be sub-awarded to local communities, regions, or tribal entities.
Funding Category 2 – Objectives (continued)

• Selected applicants must develop an action plan within the first 6 months of the grant award. The action plan must be developed with the identified researcher and must contain a description of the problem and the data that led to its identification, a logic model that identifies the solution(s) to be tested and the project’s result(s), and the plan for an impact evaluation.

• Select and provide subawards to a minimum of 6 geographically diverse localities or regions (sites) within the state within 9 months of the grant award.
Funding Category 2 – Objectives (continued)

• Implement one or more of the allowable activities detailed under Category 1. Support a robust planning period for the sites, if needed, to support implementation efforts at each of the sites. Coordinate cross-site training and peer-to-peer learning.

• Develop an implementation manual that includes the policies, procedures, forms, and other relevant project materials to be compiled upon completion of the proposed project.
Funding Category 2 – Objectives (continued)

• In collaboration with an independent researcher, conduct an evaluation of all grant-funded activities and provide a copy of the annual, interim, and final evaluation reports prior to the close of the grant period.

• Separate from the required evaluation reports, the state will also prepare an annual summary of each project and describe each sub-awardee’s project accomplishments.
OJP Priority Areas

Priority Considerations Supporting Executive Order 13985, **Advancing Racial Equity and Support for Underserved Communities**

Through the Federal Government Consistent with this Executive Order, the term “underserved community” refers to a population sharing a particular characteristic, as well as a geographic community, that has been systematically denied a full opportunity to participate in aspects of economic, social, and civic life or whose members have been historically underserved, marginalized, and adversely affected by inequality.

Such communities include, among others, Black people, Hispanics and Latino/a/e people, Native American and other Indigenous peoples of North America (including Alaska Natives, Eskimos, and Aleuts), Asian Americans, Native Hawaiians, and Pacific Islanders.
OJP Priority Areas (continued)

• Applications that include project(s) that will **promote racial equity and the removal of barriers** to access and opportunity for communities that have been historically underserved, marginalized, and adversely affected by inequality when making award decisions. To receive this consideration, the applicant must describe how the proposed project(s) will address potential inequities and barriers to equal opportunity and/or contribute to greater access to services for underserved and historically marginalized populations.

• In FY 2023, and in addition to executing any statutory prioritization that may be applicable, OJP will also give priority consideration to applications in Category 1 that include a **research partner**. Research partnerships in Category 2 are required. Category 1 applicants must include information on the qualifications, requirements, role, and responsibility of the research partner and commitment by the applicant to share relevant data.
How to Apply
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-2023-171527
  – Select the correct Competition ID
    • Category 1a Competition ID: C-BJA-2023-00017-PROD; Category 1b: C-BJA-2023-00018-PROD;
      Category 1c: C-BJA-2023-00019-PROD
    • Category 2 Competition ID: C-BJA-2023-00020-PROD

• All required documents must be successfully submitted through Grants.gov by March 21, 2023, 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 March 28, 2023, 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.
Proposal Narrative and Budget
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.
Attachments
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)
Resources for Applicants
Resources for Applicants

COSSAP Resource Center Webpage
https://www.cossapresources.org/

Grants.gov Learning Center
https://www.grants.gov/web/grants/learn-grants.html

JustGrants Application Submission Training
https://justicegrants.usdoj.gov/training/training-application-submission

BJA Grant Applicant Education Series
https://www.bja.gov/funding/webinars.html#PastWebinars
FY 2023 Comprehensive Opioid, Stimulant, and Substance Use Site-Based Program (COSSUP)

(COSSUP site-based solicitation)

Grants.gov Deadline: March 21, 2023

JustGrants Deadline March 28, 2023
BUREAU OF JUSTICE ASSISTANCE'S
COMPREHENSIVE OPIOID, STIMULANT, AND SUBSTANCE ABUSE PROGRAM
RESOURCE CENTER

Supporting effective local, state, and tribal responses to illicit substance use and misuse in order to reduce overdose deaths, promote public safety, and support access to treatment and recovery services in the criminal justice system.

Site-Based Grants  Jail Resource Center  COSSAP Demonstration Projects  Training and Technical Assistance

Recovery is for EVERYONE

LISTEN TO CHAMPIONS OF RECOVERY

See All Videos

https://www.cossapresources.org/
Technical Issues and Questions
Technical Issues & Questions

• An applicant that experiences unforeseen Grants.gov or SAM.gov technical issues beyond its control that prevent it from submitting its application by the deadline must contact the Grants.gov Customer Support Hotline at https://www.grants.gov/web/grants/support.html or the SAM Help Desk https://www.fsd.gov/fsd-gov/home.do to report the technical issue and receive a tracking number.

• Applicants experiencing difficulties with JustGrants must contact the JustGrants Support Desk at JustGrants.Support@usdoj.gov or (833) 872–5175 Monday through Friday between the hours of 5:00 a.m. and 9:00 p.m., Eastern Time (ET), and Saturday, Sunday, and Federal holidays from 9:00 a.m. to 5:00 p.m., ET.
Technical Issues & Questions (continued)

• The applicant must email the contact identified in the Contact Information section on the title page **within 24 hours after the application deadline** to request approval to submit an application after the deadline.

• The applicant’s email must describe the technical difficulties and must include a timeline of the applicant’s submission efforts, the complete grant application, the applicant’s Unique Entity Identifier (UEI) number, and any SAM tracking number(s), Grants.gov Help Desk, and JustGrants Support Desk Ticket Numbers.
Frequently Asked Questions
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• Can I apply for a new COSSUP grant if I am a current COSSAP or COAP grantee?
  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.

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

• When should my workplan timeline start?
  October 1, 2023

• Where can I find examples of current and/or previously funded COAP or COSSAP projects?
  Brief descriptions of projects can be accessed at www.cossapresources.org.
Frequently Asked Questions

• How many applications do you intend to fund in each category?
  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.

• How many awards do you intend to make in total?
  BJA anticipates making a minimum of 83 awards for varying amounts under the FY 2023 COSSUP solicitation.

• Do my charts or tables have to be double-spaced?
  No, charts and tables do not need to be double-spaced.

• Can a sub-grantee charge indirect costs to the grant?
  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.
Questions?