



The [U.S. Department of Justice](#), [Office of Justice Programs](#) (OJP), [Bureau of Justice Statistics](#) (BJS) is pleased to announce that it is seeking proposals to aid in an assessment of administrative data to examine elder abuse, mistreatment, and neglect. As the principal federal statistical agency in the U.S. Department of Justice, BJS is responsible for the collection, analysis, publication, and dissemination of statistical information on crime, criminal offenders, victims of crime, and the operations of criminal justice systems at all levels of government. This data collection program furthers the mission of the Department and the OJP, by working in partnership with the justice community to identify the most pressing challenges confronting the justice system and to provide state-of-the-art knowledge and information in support of innovative strategies and approaches for dealing with these challenges.

2010 Assessment of Administrative Data on Elder Abuse, Mistreatment, and Neglect Solicitation

Eligibility

Applicants are limited to for-profit (commercial) organizations, nonprofit organizations, faith-based and community organizations, institutions of higher learning, and consortia with demonstrated organization and community-based experience working with American Indian and Alaska Native communities, including tribal for-profit (commercial) and nonprofit organizations, tribal colleges and universities, and tribal consortia. However, consistent with OJP fiscal requirements, for-profit organizations are not allowed to make a profit as a result of this award or to charge a management fee for the performance of this award.

Deadline

Registration with Grants.gov is required prior to application submission.
(See "How to Apply" on page 9)

All applications are due by 5:00 p.m. Eastern time on Tuesday, June 8, 2010.
(See "Deadlines: Registration and Application" on page 3)

Contact Information

For technical assistance with submitting the application, contact Grants.gov Customer Support Hotline at 800-518-4726 or via e-mail to support@grants.gov.

Note: The [Grants.gov](#) Support Hotline is available 24 hours, 7 days a week, except federal holidays.

For assistance with any requirements of this solicitation, contact Erica Smith, BJS Statistician, at 202-307-0765 or via e-mail at askBJS@usdoj.gov. Include "elder2010" in the subject line.

2010-BJS-2658

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FY2010 Assessment of Administrative Data on Elder Abuse, Mistreatment and Neglect

CFDA No. 16.734

Overview

The Bureau of Justice Statistics (BJS) is seeking proposals to examine the problem of elder abuse, mistreatment, and neglect through the collection of data on cases of suspected elder abuse referred to Adult Protective Services (APS) agencies and cases reported to local law enforcement. The goals of this program are two-fold: 1) to examine the characteristics of cases of suspected elder abuse referred to APS and/or reported to police, in order to understand routes of reporting of elder abuse, as well as whether certain case characteristics impact case outcomes; and 2) to ascertain the feasibility of an ongoing and expanded collection of administrative data on cases of suspected elder abuse, mistreatment, and neglect. BJS anticipates making one award for a 24-month period under this solicitation, with an award date on or before September 30, 2010.

BJS is authorized to issue this solicitation under the Omnibus Crime Control and Safe Streets Act of 1968, Section 302.

Deadlines: Registration and Application

Registration is required prior to submission. OJP strongly encourages registering with Grants.gov several weeks before the deadline for application submission. The deadline for applying for funding under this announcement is 5:00 p.m. Eastern time on Tuesday, June 8, 2010. Please see the "How to Apply" section on page 9 for more details.

Eligibility

Applications for funds may be submitted by both for-profit (commercial) and nonprofit organizations. See more information in the "Eligibility" section on page 1.

Project-Specific Information

The definition of elder abuse, mistreatment, and neglect used here refers to any form of mistreatment resulting in harm or loss to an older person, including:

- physical abuse- physical force that results in bodily injury, pain, or impairment, including assault, battery, and inappropriate restraint;
- sexual abuse- non-consensual sexual contact of any kind with an older person;
- domestic violence- violence by an intimate partner, family or household member;
- psychological abuse- the willful infliction of mental or emotional anguish by threat, humiliation, or other verbal or nonverbal conduct;

- financial abuse- the illegal or improper use of an older person's funds, property, or resources; and
- neglect- the failure of a caregiver to fulfill his or her care giving responsibilities.

Research on the characteristics of cases of suspected elder abuse, mistreatment, and neglect referred to APS compared to those reported to local law enforcement is limited mainly to studies of small numbers of cases in one or a limited number of jurisdictions, or to studies of a specific type of elder abuse, such as elder sexual abuse (e.g. Burgess, Ramsey-Klawnsnick and Gregorian, 2008). The same holds for examining the routes of reporting elder abuse cases. How does a case come to the attention of APS instead of local law enforcement agencies, or vice versa? Do specific characteristics of the incident or the actors involved correlate with the mechanism of reporting?

The 2010 Assessment of Administrative Data on Elder Abuse, Mistreatment, and Neglect seeks to expand on previous research by looking across multiple jurisdictions and over a larger number of cases to examine the characteristics of suspected cases of elder abuse and the mechanisms by which they are reported to APS and/or local law enforcement. Specifically, the study aims to answer the following questions:

1. Who reports cases of suspected elder abuse to APS? To local law enforcement agencies? Are these groups of reporters significantly different from one another?
2. What are the characteristics of the elders and the perpetrators in cases of suspected elder abuse, mistreatment, and neglect that are referred to APS and/or reported to law enforcement?
3. What are the characteristics of the cases of suspected elder abuse, mistreatment, and neglect that are referred to APS compared with cases reported to law enforcement?
4. Of cases of suspected elder abuse referred to APS and law enforcement agencies, how many are investigated, substantiated, referred for prosecution, and/or result in some type of formal sanction or conviction?
5. How are the forensic markers associated with various types of elder abuse, mistreatment, and neglect documented by APS investigators and law enforcement?

Because funding for this project is limited to \$300,000 and the time frame for the project is 24 months or less, it is imperative that the recipient of funds clearly demonstrate the ability to identify APS and law enforcement agencies that could participate in this study. This includes, but is not limited to, an understanding of the resources available describing APS and police data systems, types of data already available in various jurisdictions, and the ability to determine whether an APS or local law enforcement agency has the appropriate infrastructure to support this type of data collection effort.

Statement of Work

The time from initiation of the collection to close of the project must be 24 months or less.

The objectives of this project are to—

1. Identify the types of data collected by APS and by local law enforcement regarding cases of suspected elder abuse, mistreatment, and neglect;
2. Determine the mechanisms by which cases are reported to APS and law enforcement;
3. Compare the profile of elder victims in cases of suspected elder abuse referred to APS and the profile of elder victims in cases of suspected elder abuse reported to law enforcement;
4. Examine relationships between the characteristics of suspected elder abuse cases and case outcomes;
5. Assess whether records and automated data maintained by APS and law enforcement on cases of suspected elder abuse are capturing sufficient information for determining if a case will be substantiated and/or referred for prosecution; and
6. Investigate the feasibility of instituting an ongoing national collection for recording case-specific data on suspected elder abuse, mistreatment and neglect.

More specifically, the recipient of funds will be required to perform the following tasks:

1. Develop a plan to complete all phases of the project no later than 24 months after the start date. BJS expects to meet with the selected applicant shortly after award to discuss the details of the project and to receive a draft of the agreed-upon project timeline within two weeks of the initial meeting. The project timeline should include a period for review from the Office of Management and Budget (OMB). BJS will secure OMB approval for this project. After the BJS project manager has agreed to the timetable, all work must be completed as scheduled.
2. Identify a minimum of 6 jurisdictions to participate in the study based on information about the availability of data from both APS and law enforcement agencies in those jurisdictions. Work with BJS Staff to determine which jurisdictions are best suited to provide data to this study.
3. Develop an action plan to gain cooperation from the APS and law enforcement agencies identified to participate in the study. The plan should include details regarding methods of gaining access and entry to the agency and preliminary ideas for gaining access to agency data.
4. Design data collection instrument and database structure for collection of uniform elder abuse case data based on the range of information available from participating APS and law enforcement agencies. Work with BJS to produce final versions of instrument and database that optimize efficiency and clarity, and that capture the elements necessary to fully understand the nature of the suspected abuse or mistreatment incident and the

system's response to the incident. Investigate the feasibility of developing an online or web-based reporting instrument that can be used to submit data. An electronic reporting system should provide a secure option for submitting data.

5. Collect data from participating APS and law enforcement agencies. Identify the possible mechanisms by which data will be collected. For instance, some sites may support the electronic transfer of data, while the data infrastructure of other agencies may require hand-coding data from case files. Some sites may allow for a hybrid approach with some electronic transfer of data and some hand-coding. Discuss the possible approaches to these data collection challenges.
6. Collect additional supplementary data on the jurisdictions served by participating APS and law enforcement agencies. These data include, but are not limited to: demographics, law enforcement training related to elder abuse investigation, the number of social service agencies identified as offering services to the elder population, court specific provisions such as elder victim advocates. In addition, identify whether jurisdiction is covered by law mandating the reporting of suspected elder abuse to authorities, and if so, who the mandated reporters are and to whom they must report.
7. Standardize database across sites; process and verify the data according to BJS standards, range checks, coding schemes, and systems for identifying valid responses and data requiring follow-up.
8. Provide site-specific documentation of challenges encountered during the project and the methods by which those challenges were surmounted. This documentation will inform future projects involving the use of APS and law enforcement data to examine elder abuse, mistreatment and neglect in other jurisdictions.
9. Deliver to BJS electronic versions of the data and documentation. Electronic data should be compatible with SPSS format. Survey documentation should include, but is not limited to, a comprehensive codebook detailing variable positions, data coding, variable and value labels, any recoding implemented during the data cleaning process, methods used for dealing with missing data, and copies of all program code used to generate data and/or published statistics. Data and documentation from this survey may be posted on the BJS website and will be archived at the National Archive of Criminal Justice Data, operated by the Inter-University Consortium for Political and Social Research (ICPSR).
10. Hold regularly scheduled in-person meetings or teleconference calls with the BJS project manager and key project staff on at least a monthly basis to review progress on the project and to identify tasks or problems for BJS to address. BJS expects to meet with the selected applicant shortly after award to discuss the details of the project. Additional meetings will be scheduled as needed. Such meetings will take place at a location mutually acceptable to both parties. Required financial and progress reports will be submitted through the Grants Management System in accordance with the OJP Financial Guide.
11. Produce a minimum of two reports. The first report will be written in conjunction with BJS staff, describing the data collected during this project, including but not limited to a profile of the characteristics of cases of suspected elder abuse, mistreatment and neglect and a comparison of routes of cases reported to APS and law enforcement. The second report

will be a technical report delineating the prospects for a possible ongoing national data collection of APS and local law enforcement data on cases of suspected elder abuse, building on the site-specific documentation produced during the project.

Amount and Length of Awards

All awards are subject to the availability of appropriated funds and any modifications or additional requirements that may be imposed by law. It is expected that the project tasks will be successfully performed within a 24-month (or shorter) period with work beginning in October 2010. The cost estimates cannot exceed \$300,000 for the full project period.

Budget Information

Limitation on Use of Award Funds for Employee Compensation Waiver: With respect to any award of more than \$250,000 made under this solicitation, federal funds may not be used to pay total cash compensation (salary plus bonuses) to any employee of the award recipient at a rate that exceeds 110% of the maximum annual salary payable to a member of the Federal Government's Senior Executive Service (SES) at an agency with a Certified SES Performance Appraisal System for that year. (The 2010 salary table for SES employees is available at <http://www.opm.gov/oca/10tables/indexSES.asp>.) Note: A recipient may compensate an employee at a higher rate, provided the amount in excess of this compensation limitation is paid with non-federal funds. (Any such additional compensation will not be considered matching funds where match requirements apply.)

The limitation on compensation rates allowable under an award may be waived on an individual basis at the discretion of the Director of the Bureau of Justice Statistics. An applicant that wishes to request a waiver must include a detailed justification in the budget narrative of its application. Unless the applicant submits a waiver request and justification with the application, the applicant should anticipate that OJP will request that the applicant adjust and resubmit their budget.

The justification should include: the particular qualifications and expertise of the individual, the uniqueness of the service being provided, the individual's specific knowledge of the program or project being undertaken with award funds, and a statement explaining that the individual's salary is commensurate with the regular and customary rate for an individual with his/her qualifications and expertise, and also for the work that is to be done.

Performance Measures

To assist in fulfilling the Department's responsibilities under the Government Performance and Results Act (GPRA), P.L. 103-62, applicants who receive funding under this solicitation must provide data that measure the results of their work. Grantees are required to provide the data requested in the "Data Grantee Provides" column so that OJP can calculate values for the "Performance Measures" column. Additionally, applicants must discuss their data collection methods in the application. Performance measures for this solicitation are as follows:

		Number of cases on which data are collected. Data must be collected on a minimum of 95% of cases of suspected elder abuse, mistreatment, and neglect referred to participating APS agencies or reported to participating local law enforcement agencies.
Produce at least two reports based on the data collected during the project and the experience of collecting data from APS and law enforcement agencies on elder abuse, mistreatment, and neglect.	Percent of deliverables (including final reports and data files) that meet BJS' expectations for depth, breadth, scope, quality of study, and pertinence (as determined by BJS).	Two reports, one of the reports will be written in conjunction with BJS staff describing the data collected during this project. Another report will be a technical report delineating the prospects for an ongoing national data collection of APS and local law enforcement data on cases of suspected elder abuse.

How to Apply

Applications will be submitted through Grants.gov. 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. Complete instructions on how to register and submit an application can be found at www.grants.gov. If you experience difficulties at any point during this process, please call the Grants.gov Customer Support Hotline at **800-518-4726**, 24 hours, seven days a week, except federal holidays. Registering with Grants.gov is a one-time process; however, **processing delays may occur, and it can take up to several weeks** for first-time registrants to receive confirmation and a user password. OJP highly recommends that applicants start the registration process as early as possible to prevent delays in submitting an application package by the application deadline specified.

All applicants are required to complete the following.

1. **Acquire a Data Universal Numbering System (DUNS) number.** A DUNS number is required for [Grants.gov](http://www.grants.gov) registration. The Office of Management and Budget requires that all businesses and nonprofit applicants for federal funds include a DUNS number in their applications for a new award or renewal of an existing award. 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 for federal assistance applicants, recipients, and subrecipients. The DUNS number will be used throughout the grant life cycle. Obtaining a DUNS number is a free, one-time activity. Obtain a DUNS

number by calling 866-705-5711 or by applying online at <http://www.dnb.com/us/>. Individuals are exempt from this requirement.

2. **Acquire or renew registration with the Central Contractor Registration (CCR) database.** OJP requires that all applicants (other than individuals) for federal financial assistance maintain current registrations in the Central Contractor Registration (CCR) database. An applicant must be registered in the CCR to successfully register in Grants.gov. The CCR database is the repository for standard information about federal financial assistance applicants, recipients, and subrecipients. Organizations that have previously submitted applications via Grants.gov are already registered with CCR, as it is a requirement for Grants.gov registration. Please note, however, that applicants must update or renew their CCR registration at least once per year to maintain an active status. Information about CCR registration procedures can be accessed at www.ccr.gov.
3. **Acquire an authorized Organization Representative (AOR) and a Grants.gov username and password.** Complete your AOR profile on Grants.gov and create your username and password. You will need to use your organization's DUNS number to complete this step. For more information about the registration process, go to www.grants.gov/applicants/get_registered.jsp.
4. **Acquire Authorization for your AOR from the E-Business Point of Contact (E-Biz POC).** The E-Biz POC at your organization must login to Grants.gov to confirm you as an AOR. Please note that there can be more than one AOR for your organization.
5. **Search for the funding opportunity on Grants.gov.** Please use the following identifying information when searching for the funding opportunity on Grants.gov. The Catalog of Federal Domestic Assistance (CFDA) number for this solicitation is 16.734, titled "Special Data Collections and Statistical Studies," and the funding opportunity number is 2010-BJS-2658.
6. **Submit an application consistent with this solicitation.** Within 24–48 hours after submitting your electronic application, you should receive an e-mail validation message from Grants.gov. The validation message will tell you whether the application has been received and validated or rejected, with an explanation. **Important:** You are urged to submit your application at least 72 hours prior to the due date of the application to allow time to receive the validation message and to correct any problems that may have caused a rejection notification.

Note: Grants.gov will forward the application to OJP's Grants Management System (GMS). GMS does not accept executable file types as application attachments. These disallowed file types include, but are not limited to, the following extensions: ".com," ".bat," ".exe," ".vbs," ".cfg," ".dat," ".db," ".dbf," ".dll," ".ini," ".log," ".ora," ".sys," and ".zip."

Experiencing Unforeseen Grants.gov Technical Issues

If you experience unforeseen Grants.gov technical issues beyond your control that prevent you from submitting your application by the deadline, you must contact the BJS staff within **24 hours after the deadline** and request approval to submit your application. At that time, BJS staff will require you to e-mail the complete grant application with your DUNS number and provide the Grants.gov Help Desk tracking number(s). After the program office reviews all of the information submitted, and contacts the Grants.gov Help Desk to validate the technical issues

you reported, OJP will contact you to either approve or deny your request to submit a late application. If the technical issues you reported cannot be validated, your application will be rejected as untimely.

To ensure fair competition for limited discretionary funds, the following conditions are not valid reasons to permit late submissions: (1) failure to begin the registration process in sufficient time, (2) failure to follow Grants.gov instructions on how to register and apply as posted on its Web site, (3) failure to follow all of the instructions in the OJP solicitation, and (4) technical issues experienced with the applicant's computer or information technology (IT) environment.

Notifications regarding known technical problems with Grants.gov are posted on the OJP funding Web pages at www.ojp.usdoj.gov/funding/solicitations.htm.

What an Application Must Include

This section describes what an application is expected to include and sets out a number of elements. Applicants should anticipate that failure to submit an application that contains all of the specified elements may negatively affect the review of the application and, should a decision nevertheless be made to make an award, may result in the inclusion of special conditions that preclude access to or use of award funds pending satisfaction of the conditions.

Moreover, applicants should anticipate that applications that are not responsive to the scope of the solicitation, or do not include a program narrative, budget, budget narrative, tribal resolution (if applicable), and resumes/curriculum vitae of key personnel will not proceed to peer review and will not receive further consideration.

OJP strongly recommends use of appropriately descriptive file names (e.g., "Program Narrative," "Budget and Budget Narrative," "Timelines," "Memoranda of Understanding," "Resumes") for all attachments. OJP recommends that resumes be included in a single file.

Standard Form 424

Please see www.ojp.usdoj.gov/funding/forms/application_sf424.pdf for instructions on how to complete your SF424. When selecting "type of applicant," if the applicant is a for-profit entity, please select "For-Profit Organization" or "Small Business" (as applicable) in the "Type of Applicant 1" data field. For-profit applicants also may select additional applicable categories (e.g., "Private Institution of Higher Education").

Program Narrative

This should describe the activities in the Statement of Work and address the evaluation criteria. The narrative should provide a detailed timeline and budget for project activities. The narrative should demonstrate the applicant's knowledge of survey methodology and capabilities to handle a national collection of criminal justice data.

Budget and Budget Narrative

A sample budget worksheet can be found at http://www.ojp.gov/funding/forms/budget_detail.pdf. If you submit a different format, you must include the budget categories as listed in the sample budget worksheet.

Please see the OJP Financial Guide for questions pertaining to budget including allowable and unallowable costs at <http://www.ojp.gov/financialguide/index.htm>.

Indirect Cost Rate Agreement

Provide documentation of Federally Approved Indirect Costs Agreement. Applicants that do not have a federally negotiated cost rate and wish to establish one may submit a proposal to their “cognizant” federal agency. In general, the cognizant federal agency is the agency that provides the preponderance of direct federal funding. This can be determined by reviewing an organization’s schedule of federal financial assistance. If DOJ is your cognizant federal agency, information needed to submit an indirect cost rate proposal can be obtained at http://www.ojp.usdoj.gov/funding/pdfs/indirect_costs.pdf.

Plan for collecting the data required for performance measures.

See "Performance Measures" on page 8.

Tribal Authorizing Resolution

If an application is being submitted by either (1) a tribe or tribal organization, or (2) a third party proposing to provide direct services or assistance to residents on tribal lands, then a current authorizing resolution of the governing body of the tribal entity or other enactment of the tribal council or comparable governing body authorizing the inclusion of the tribe or tribal organization and its residents must be included with the application. In those instances when an organization or consortium of tribes proposes to apply for a grant on behalf of a tribe or multiple specific tribes, then the application must include a resolution from all tribes that will be included as a part of the services/assistance provided under the grant.

If an applicant is unable to obtain a signed copy of a tribal resolution documenting support for its application, then, at a minimum, the applicant must submit an unsigned, draft tribal resolution as part of its application. An applicant failing to submit either a signed or an unsigned copy of a tribal resolution as part of its application will be eliminated from funding consideration. If selected for funding, any applicant that has submitted an unsigned tribal resolution must submit the signed copy of the tribal resolution to OJP within 30 days of acceptance of the award. In all such cases, use of and access to funds will be contingent on receipt of the signed tribal resolution.

Other Attachments

Key staff information. This attachment should include a staff loading chart, by task, showing the role and number of hours committed for proposed staff; identification of proposed key personnel and their qualifications for the significant functions in this project, along with concise descriptions of the duties each will perform under the cooperative agreement; and an identification by name of all key personnel with decision-making authority.

Privacy Certification. The Privacy Certificate is a funding recipient’s certification of compliance with federal regulations requiring confidentiality of information identifiable to a private person, which is collected, analyzed, or otherwise used in connection with an OJP-funded research or statistical activity. The funding recipient’s Privacy Certificate includes a description of its policies and procedures to be followed to protect identifiable data. A model certificate is located at <http://bjs.ojp.usdoj.gov/content/pub/pdf/bjsmpc.pdf>.

Human Subjects Protection Certification of Compliance. BJS requires the funding recipient to submit proper documentation to be used to determine that the research project meets the federal requirements for human subjects protections set forth in 28 CFR Part 46. A model certificate, describing the necessary information to be provided by the funding recipient, can be accessed at <http://bjs.ojp.usdoj.gov/content/hscr.cfm>.

Selection Criteria

Proposals should describe the plan and implementation strategies to perform the tasks outlined in the Statement of Work. Information on staffing levels and qualifications should be included for each task and descriptions of experience relevant to the project. Resumes of the proposed project director and key staff should be submitted with the proposal.

The applicant will be evaluated on the basis of—

1. Statement of the Program (15%)

The content of the proposal should completely address the tasks outlined in the Statement of Work and scheduled time line. Project goals and target dates should be clearly stated.

2. Project Design and Implementation (35%)

Application should demonstrate (1) the feasibility of the project design to complete the data collection within the established time frame while maintaining data quality and high data collection rates; (2) knowledge of the subject matter, including the unique criminal justice, medical, and psychological challenges inherent in investigating and recording information on cases of suspected elder abuse, mistreatment, and neglect; (3) use of currently accepted applied survey research and social science research methods, with an emphasis on instrument design, data collection, data coding and cleaning, data verification, response rates, and the production of public-use data files; (4) the ability to produce data files for analysis and report production in formats readable by a variety of statistical software, such as SAS and SPSS; (5) the capacity to provide guidance in ascertaining the feasibility of instituting an ongoing and expanded collection of administrative data on cases of suspected elder abuse, mistreatment and neglect.

3. Capabilities and Competencies of the Organization and Project Personnel (30%)

Demonstrated capacity and experience of the organization and project staff to (1) understand the management of cases handled by APS and law enforcement agencies; (2) utilize existing resources for the identification of participating agencies as well as for the data collection; (3) collect administrative data from a diverse cross-section of APS and law enforcement agencies; (4) clean and verify data, reconcile data to known totals, and provide files that represent respondent data with maximum accuracy; (5) provide an adequate computing environment that includes data security, an electronic data collection, and the hardware and software for producing public-use files; (6) identify and communicate potential problems needing to be addressed as well as problem-solving techniques.

4. Project Budget (15%)

Reasonableness of the project budget should be demonstrated including the degree to which the budget demonstrates fiscal, management, staff, and organizational capacities to provide sound management for this project, and the degree to which the budget demonstrates that services and products provided by the grantee are of high quality and reasonable cost. Demonstrated fiscal management on past projects of a similar scale should be demonstrated. Methods of conserving costs while maximizing use of existing resources should be presented. Applicant should include detailed breakout of staff resources and other costs, by project task. Proposals with approved indirect cost rates should specify the major elements (office space, financial management, computing equipment and services, etc.) covered by indirect costs.

5. Project Outcomes and Evaluation (5%)

Degree to which the application demonstrates how they will obtain success in meeting the project time lines and the data collection goals (e.g., response rates and data quality), as detailed in the performance measures, will be systematically documented and monitored.

Review Process

OJP is committed to ensuring a fair and open process for awarding grants. BJS reviews the application to make sure that the information presented is reasonable, understandable, measurable, and achievable, as well as consistent with the solicitation.

Peer Reviewers will be reviewing the applications submitted under this solicitation as well. BJS may use either internal peer reviewers, external peer reviewers, or a combination of both to review the applications under this solicitation. An external peer reviewer is an expert in the field of the subject matter of a given solicitation, who is NOT a current U.S. Department of Justice employee. An internal reviewer is a current U.S. Department of Justice employee who is well-versed or has expertise in the subject matter of this application. Eligible applications will be evaluated, scored, and rated by a peer review panel. Peer reviewer's ratings and any resulting recommendations are advisory only. In addition to peer review ratings, considerations for award recommendations and decisions may include, but are not limited to, underserved populations, strategic priorities, past performance, and available funding.

The Office of the Chief Financial Officer (OCFO), in consultation with BJS, conducts a financial review of applications for potential discretionary awards and cooperative agreements to evaluate the fiscal integrity and financial capability of applicants, examines proposed costs to determine if the budget and budget narrative accurately explain project costs, and determines whether costs are reasonable, necessary, and allowable under applicable federal cost principles and agency regulations.

All final award decisions will be made by the Director of the Bureau of Justice Statistics, who may also give consideration to factors including, but not limited to, strategic priorities, past performance, and available funding when making awards.

Applicants should be aware that winning applications might be made available to the public, after redactions of information determined to be covered by Privacy Act considerations.

Additional Requirements

Applicants selected for awards must agree to comply with additional legal requirements upon acceptance of an award. 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 http://www.ojp.usdoj.gov/funding/other_requirements.htm.

- [Civil Rights Compliance](#)
- Faith-Based and Other Community Organizations
- Confidentiality and Human Subjects Protection (if applicable)
- Anti-Lobbying Act
- Financial and Government Audit Requirements
- National Environmental Policy Act (NEPA) (if applicable)
- DOJ Information Technology Standards (if applicable)
- Single Point of Contact Review
- Nonsupplanting of State or Local Funds
- Criminal Penalty for False Statements
- Compliance with [Office of Justice Programs Financial Guide](#)
- Suspension or Termination of Funding
- Nonprofit Organizations
- For-Profit Organizations
- Government Performance and Results Act (GPRA)
- Rights in Intellectual Property
- Federal Funding Accountability and Transparency Act (FFATA) of 2006
- Awards in excess of \$5,000,000 – federal taxes certification requirement

Application Checklist

2010 Assessment of Administrative Data on Elder Abuse, Mistreatment and Neglect

The application check list has been created to aid you in developing your application. Below is a list of required items.

The Application Components:

- Statement of the Problem/Program
- Project Design and Implementation
- Capabilities/Competencies
- Budget Narrative
- Budget Detail Worksheet
- Impact/Outcomes and Evaluation/Plan for Collecting Data for Performance Measures

Other:

- Standard Form 424
- Privacy Certification
- Human Subjects Protection Certification of Compliance
- Indirect Cost Rate Agreement (if applicable)