

U.S. Department of Justice
Office of Justice Programs
Office of Sex Offender Sentencing, Monitoring, Apprehending, Registering, and Tracking



SMART FY 2021 Keep Young Athletes Safe

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Overview

The [U.S. Department of Justice](#) (DOJ), [Office of Justice Programs](#) (OJP), [the Office of Sex Offender Sentencing, Monitoring, Apprehending, Registering, and Tracking](#) (SMART) is seeking applications for funding under the SMART FY 2021 appropriation for the Keep Young Athletes Safe (KYAS) program. This program furthers the Department's mission of keeping communities safe by promoting innovation and best practices in preventing and protecting the public from sexual violence.

This solicitation incorporates the [OJP Grant Application Resource Guide](#) by reference. The OJP Grant Application Resource Guide provides guidance to applicants for the preparation and submission to OJP of applications for funding. **If this solicitation expressly modifies any provision in the OJP Grant Application Resource Guide, the applicant is to follow the guidelines in this solicitation as to that provision.**

Solicitation Categories

This solicitation does not include Solicitation Categories.

Eligible Applicants:

Nonprofits having a 501(c)(3) status with the IRS, other than institutions of higher education, Other

Other

Eligible applicants are nonprofit, nongovernmental entities with nationally recognized expertise in the identification and prevention of sexual, physical and emotional abuse in the athletic programs of the United States Olympic & Paralympic Committee, each national governing body and each Paralympic sports organization. Applicants must have a recognized background investigating allegations of abuse and reporting to law enforcement in order to inform training and prevention activities. Applicants must also have the capacity to develop and implement trainings on the national, statewide and local levels, as well as oversee regular and random audits to ensure the policies and procedures used to identify and prevent abuse are followed correctly.

To advance Executive Order 13929 Safe Policing for Safe Communities, the Attorney General determined that all state, local and university or college law enforcement agencies must be certified by an approved independent credentialing body or have started the certification process to be eligible for FY 2021 DOJ discretionary grant funding. To become certified, the law enforcement agency must meet two mandatory conditions: 1) the agency's use of force policies adhere to all applicable federal, state and local laws; and 2) the agency's use of force policies prohibit chokeholds except in situations where use of deadly force is allowed by law. The certification requirement also applies to law enforcement agencies receiving DOJ discretionary grant funding through a subaward. For detailed information on this new certification

requirement, please visit the [Executive Order on Safe Policing for Safe Communities page](#) to access the [Principles on Safe Policing and Use of Force](#), [Implementation Fact Sheet](#) and [List of Credentialing Bodies](#).

All recipients and subrecipients (including any for-profit organization) must forgo any profit or management fee.

The SMART Office will consider applications under which two or more entities would carry out the federal award; however, only one entity may be the applicant. Any others must be proposed as subrecipients (subgrantees). For additional information on subawards, see the [OJP Grant Application Resource Guide](#).

The SMART Office may elect to fund applications submitted under this FY 2021 solicitation in future fiscal years, dependent on, among other considerations, the merit of the applications and the availability of appropriations.

Contact Information

For technical assistance with submitting the **SF-424 and SF-LLL** in Grants.gov, contact the Grants.gov Customer Support Hotline at 800-518-4726, 606-545-5035, at [Grants.gov customer support webpage](#), or email at support@grants.gov. The Grants.gov Support Hotline operates 24 hours a day, 7 days a week, except on federal holidays.

For technical assistance with submitting the **full application (see below)** in DOJ's Justice Grants System (JustGrants), contact JustGrants Service Desk at JustGrants.Support@usdoj.gov or at 833-872-5175. JustGrants Service Desk operates 5 a.m.–9 p.m. Eastern time Monday–Friday and 9 a.m.–5 p.m. Eastern time Saturday, Sunday and federal holidays.

An applicant that experiences unforeseen Grants.gov or JustGrants technical issues beyond its control that prevent it from submitting its application by the deadline must email the SMART Office contact identified below **within 24 hours after the application deadline** to request approval to submit its application after the deadline.

For assistance with any other requirements of this solicitation, contact Program Specialist Samantha Opong by phone at 202-514-9320 or by email at Samantha.Opong@ojp.usdoj.gov.

Submission Information

In FY 2021, applications will be submitted to DOJ in a **new two-step process**.

Step 1: Applicants must [register with Grants.gov](#) and submit an **SF-424 and an SF-LLL** in Grants.gov. To register in Grants.gov, applicants will need to obtain a Data Universal Numbering System (DUNS) and System for Award Management (SAM) registration or renewal.

Step 2: Applicants must submit the **full application**, including attachments, in [JustGrants](#).

To be considered timely, the full application must be submitted in JustGrants by the JustGrants application deadline.

OJP encourages applicants to review the “How to Apply” section in the [OJP Grant Application Resource Guide](#).

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Program Description

Overview

The Office of Sex Offender Sentencing, Monitoring, Apprehending, Registering, and Tracking (SMART) seeks applicants to design and implement a program that aims to safeguard amateur athletes through the prevention of sexual, physical and emotional abuse in the athletic programs of the United States Olympic & Paralympic Committee, each national governing body and each Paralympic sports organization. The SMART Office is responsible for, among other activities, assisting states, the District of Columbia, territories and tribal jurisdictions with developing and/or enhancing programs designed to implement the requirements of the Sex Offender Registration and Notification Act (SORNA), Title I of the Adam Walsh Child Protection and Safety Act of 2006, and promoting innovation and best practices in preventing and protecting the public from sexual violence.

Statutory Authority

This program is authorized pursuant to the Keep Young Athletes Safe Act (KYAS), Pub. L. No. 115-141, 132 Stat. 348, 1127.

Specific Information

In 2018, Congress passed the Keep Young Athletes Safe Act (KYAS), to help prevent the occurrence of abuse and to protect young athletes from abuse in sports by funding an entity to develop the necessary educational materials, investigatory tools, training programs and policies that can prevent abuse, and work to address abuse, once identified.

Specifically, through the KYAS program, new training materials are developed and tested to identify, investigate and educate about the prevention of sexual, physical and emotional abuse in amateur athletic programs, and ongoing and comprehensive training is provided. Additionally, through KYAS, policies and standards are developed to safeguard athletes from sexual, physical and emotional abuse occurring as a result of participation in amateur athletic programs, including background screening policies, and training and abuse prevention policies and standards at national, statewide and local levels are implemented. To ensure policies and procedures are followed correctly, regular and random audits are conducted and evidence-based practices and procedures to document and demonstrate effectiveness are identified and implemented. Through the program, information about safeguarding amateur athletes against abuse is disseminated. Finally, the KYAS program requires reporting of any allegations of sexual and physical abuse, following applicable state and federal reporting requirements.

Goals, Objectives, Deliverables, and Timeline

Goals: The goal of the KYAS program is to assist athletic programs of the United States Olympic & Paralympic Committee, each national governing body and each Paralympic sports organization.

Objectives: The objective of the KYAS program is to help prevent the occurrence of abuse and to protect young athletes from abuse in sports.

Deliverables: The KYAS program deliverables include the development and dissemination of the necessary educational materials, investigatory tools, training for athletic program personnel and model policies for athletic programs, and conducting audits and compliance reviews that can prevent abuse, and work to address abuse, once identified.

Grantees must report allegations of sexual and physical abuse and comply with applicable state and federal reporting requirements regarding child abuse, including sexual abuse.

The goals, objectives and deliverables are directly related to the performance measures that demonstrate the results of the work completed, as discussed under the Content of Application Submission section.

Evidence-Based Programs or Practices

OJP strongly emphasizes the use of data and evidence in policymaking and program development in criminal justice, juvenile justice and crime victim services. For additional information and resources, see the OJP Grant Application Resource Guide's [Evidence-Based Programs or Policies](#).

Information Regarding Potential Evaluation of Programs and Activities

OJP may conduct or support an evaluation of the programs and activities funded under this solicitation. For additional information, see the OJP Grant Application Resource Guide's [Information Regarding Potential Evaluation of Programs and Activities](#).

Federal Award Information

Awards, Amounts and Durations

Anticipated Number of Awards

1

Anticipated Maximum Dollar Amount of Awards

\$2,300,000.00

Period of Performance Start Date

10/1/21 12:00 AM

Period of Performance Duration (Months)

36

Anticipated Total Amount to be Awarded Under Solicitation

\$2,300,000.00

Continuation Funding Intent

The SMART Office may, in certain cases, provide additional funding in future years to awards made under this solicitation, through continuation awards. OJP will consider, among other factors, OJP's strategic priorities, a recipient's overall management of the award, and progress of award-funded work, when making continuation award decisions.

Availability of Funds

All awards are subject to the availability of appropriated funds and to any modifications or additional requirements that may be imposed by law.

Types of Awards

The SMART Office expects to make awards under this solicitation in the form of a grant. See the OJP Grant Application Resource Guide's [Administrative, National Policy, and Other Legal Requirements section](#) for a brief discussion of important statutes, regulations and award conditions that apply to many (or in some cases, all) OJP grants (and cooperative agreements).

Financial Management and System of Internal Controls

Award recipients and subrecipients (including recipients or subrecipients that are pass-through entities) must, as described in the Part 200 Uniform Requirements as set out at 2 C.F.R. 200.303, comply with standards for financial and program management. The "Part 200 Uniform Requirements" means the DOJ regulation at 2 C.F.R. Part 2800, which adopts (with certain modifications) the provisions of 2 C.F.R. Part 200. See [OJP Grant Application Resource Guide](#) for additional information.

Budget Information

All awards are subject to the availability of appropriated funds and to any modifications or additional requirements that may be imposed by law.

Cost Sharing or Matching Requirement

This solicitation does not require a match. However, if a successful application proposes a voluntary match amount, and OJP approves the budget, the total match amount incorporated into the approved budget becomes mandatory and subject to audit.

Pre-agreement Costs (also known as Pre-award Costs)

See the [OJP Grant Application Resource Guide for](#) information on [Pre-agreement Costs \(also known as Pre-award Costs\)](#).

Limitation on Use of Award Funds for Employee Compensation: Waiver

See the [OJP Grant Application Resource Guide for](#) information on [Limitation on Use of Award Funds for Employee Compensation; Waiver](#).

Prior Approval, Planning, and Reporting of Conference/Meeting/Training Costs

See the [OJP Grant Application Resource Guide for information on Prior Approval, Planning, and Reporting of Conference/Meeting/Training Costs](#).

Costs Associated with Language Assistance (if applicable)

See the [OJP Grant Application Resource Guide for information on Costs Associated with Language Assistance](#).

Eligibility Information

For eligibility information, see the title page.

Application and Submission Information

The following application elements must be included in the application submission for an application to meet the basic minimum requirements to advance to peer review and receive consideration for funding: Proposal Narrative, and Budget Worksheet and Budget Narrative (web-based form).

See the [Application Elements and Formatting Instructions](#) section of the [OJP Grant Application Resource Guide](#) for information on what happens to an application that does not contain all the specified elements or that is nonresponsive to the scope of the solicitation.

Information to Complete the Application for Federal Assistance (SF-424)

The SF-424 will be submitted in Grants.gov. The SF-424 is a required standard form used as a cover sheet for submission of pre-applications, applications and related information. See the [OJP Grant Application Resource Guide](#) for additional information on completing the SF-424.

Intergovernmental Review: This solicitation (“funding opportunity”) is **not** subject to [Executive Order 12372](#). (In completing the SF-424, an applicant is to answer question 19 by selecting the response that the “Program is not covered by E.O. 12372.”)

Standard Applicant Information (JustGrants 424 and General Agency Information)

The Standard Applicant Information section of the JustGrants application is pre-populated with the SF-424 data submitted in Grants.gov. Applicants will need to review the Standard Applicant Information in JustGrants and make edits as needed. Within this section, applicants will need to add ZIP codes for areas affected by the project; confirm their authorized representative; and verify the organizations legal name and address.

Proposal Abstract

A proposal abstract (no more than 400 words) summarizing the proposed project including primary activities, products and deliverables, the service area, and who will benefit from the proposed project, will be completed in the JustGrants web-based form.

Proposal Narrative

The proposal narrative should be submitted as an attachment in JustGrants. The attached document should be double-spaced, using a standard 12-point Times New Roman font; have no less than 1-inch margins; and should not exceed 35 pages. Pages should be numbered and submitted as an attachment. If the proposal narrative fails to comply with these length restrictions, the SMART Office may negatively consider such noncompliance in peer review and in final award decisions.

The following sections must be included as part of the proposal narrative:

a. Description of the Issue

Applicants must describe the existing challenges and complexities involved in fully understanding and mitigating sexual, emotional and physical abuse in youth athletic programs in order to safeguard amateur athletes, as well as in investigating reports of abuse in these programs. They must demonstrate an understanding of the issue and relevant project management expertise. Discussion should highlight the issues associated with working with this population and in overseeing the development and implementation of policies and procedures to be used by the United States Olympic & Paralympic Committee, each national governing body and each Paralympic sports organization, to prevent and investigate reports of abuses.

b. Project Design and Implementation

Applicants must describe the goals of the proposed project and clearly identify its objectives and outcomes. Applicants must detail how the project will operate during the funding period and how it will align resources to effectively, efficiently

implement the proposed project design; and describe the strategy it will use to implement the proposed project. This section should illustrate what phases and activities are proposed for the project. Applicants should describe their ability to convene experts to discuss and review findings and make recommendations on future directions. Applicants should propose a dissemination plan to reach broad audiences and professions. Applicants should include a project timeline and identify staff responsible for each major task. The key staff performing these responsibilities and percentages of time that they dedicate to these activities should be clearly noted in the budget detail worksheet.

c. Capabilities and Competencies

Applicants must document their experience and capabilities to implement the project and the competencies of the staff assigned to the project. This section should include the following: a description of the management structure and staffing of the project, including information that describes the roles and responsibilities of key organizational and functional components and personnel. This section must describe the experience and capability of the applicant and any contractors implementing projects of similar design and magnitude, particularly those that focus on the same issue/problem. The management and organizational structure described should match the staff needs necessary to accomplish the tasks outlined in the project work plan. Position descriptions and résumés for key positions and personnel must be submitted as an attachment.

d. Plan for Collecting the Data Required for this Solicitation's Performance Measures

Describe the process for measuring project performance. Identify who will collect the data; who is responsible for performance measurements; and how the information will be used to guide and evaluate the impact of the project. Describe the process to accurately report data.

Note: Applicants are **not** required to submit performance data with the application. Rather, performance measures information is included as an alert that successful applicants will be required to submit performance data as part of the reporting requirements under an award.

OJP will require each successful applicant to submit regular performance data that demonstrate the results of the work carried out under the award. The performance data directly relate to the goals, objectives and deliverables identified under Goals, Objectives, Deliverables section.

A list of performance measure questions for this program can be found in the Performance Measures section.

Applicants can also visit OJP's [performance measurement page](#) for an overview of performance measurement activities at OJP.

Award recipients will be required to submit performance measure data and performance reports in JustGrants on a semiannual basis, and directly to the SMART Office on an ad hoc basis. Further guidance on the post-award submission process will be provided, if selected for award.

Note on Project Evaluations

An applicant that proposes to use award funds through this solicitation to conduct project evaluations must follow the guidance under "Note on Project Evaluations" in the [OJP Grant Application Resource Guide](#).

Goals, Objectives, Deliverables, and Timeline

Applicants will submit the KYAS goals, objectives, deliverables and timelines in the JustGrants web-based form. See the [OJP Grant Application Resource Guide](#) for additional information.

Budget and Associated Documentation

Applicants will complete the JustGrants web-based budget form.

Budget Worksheet and Budget Narrative (Web-based Form)

See the [OJP Grant Application Resource Guide](#) for additional information.

Indirect Cost Rate Agreement (if applicable)

Applicants will submit their indirect cost rate agreement by uploading the agreement as an attachment in JustGrants. See the [OJP Grant Application Resource Guide](#) for additional information.

Financial Management Questionnaire (including applicant disclosure of high-risk status)

Applicants will download the questionnaire in JustGrants and submit by uploading the completed questionnaire as an attachment in JustGrants. See the [OJP Grant Application Resource Guide](#) for additional information.

Disclosure of Process Related to Executive Compensation

If applicable, applicants will submit a description of the process used to determine compensation by uploading the document as an attachment in JustGrants. See the [Disclosure of Process Related to Executive Compensation](#) section of the [OJP Grant Application Resource Guide](#) for information.

Memoranda of Understanding (MOUs) and Other Supportive Documents

Any applicant proposing a collaborative effort should provide a letter of cooperation, memorandum of understanding (MOU) or interagency agreement that documents the collaborative work of all involved agencies.

Additional Application Components

Applicants should submit the following information as attachments to the application in JustGrants.

Curriculum Vitae or Resumes

Attach position descriptions and/or résumés or biographical sketches of any and all key staff or other individuals who will be significantly involved in substantive aspects of the project.

To assist OJP in assessing actual or apparent conflicts of interest (including conflicts on the part of prospective reviewers, include a complete list of the individuals named or otherwise identified anywhere in the application (including in the budget or in any other attachment) who will or may work (or advise or consult) on the proposed project. **This applies to all individuals, including any proposed subrecipient entities, contractors and consultants.**

Timeline Form

Submit as an attachment with each project goal, related objective, activity, expected completion date and responsible person or organization. Please use the actual calendar months and year in the program timeline.

Research and Evaluation Independence and Integrity Statement

If an application proposes research (including research and development) and/or evaluation, the applicant must demonstrate research/evaluation independence and integrity, including appropriate safeguards, before it may receive award funds. Applicants will submit a description of their research and evaluation independence and integrity by uploading the document as an attachment in JustGrants. For additional information regarding demonstrating research/evaluation independence and integrity, including appropriate safeguards, see the [OJP Grant Application Resource Guide](#).

List of Procurement Contracts

If the application (including the budget) identifies any proposed noncompetitive agreements that are or may be considered procurement "contracts" (rather than subawards) for purposes of federal grants administrative requirements, the applicant also must list the entities with which the applicant proposes to contract. Applicants should provide this list as a separate file entitled "Proposed noncompetitive procurement contracts." Visit the [OJP Grant Application Guide](#) for more information on subrecipients, contractors and consultants.

Organizational Chart

Attach an organizational chart showing the applicant's internal structure, positions and hierarchy.

Disclosures and Assurances

Applicants must complete the following disclosures and assurances.

Disclosure of Lobbying Activities

Applicants will complete and submit the Disclosure of Lobbying Activities form (SF-LLL) in Grants.gov. See the [OJP Grant Application Resource Guide](#) for additional information.

DOJ Certified Standard Assurances

See DOJ Certified Standard Assurance on the [OJP Grant Application Resource Guide](#).

Applicant Disclosure of Duplication in Cost Items

Applicants will complete the JustGrants web-based Applicant Disclosure of Duplication in Cost Items form. See the [OJP Grant Application Resource Guide](#) for additional information.

DOJ Certifications Regarding Lobbying; Debarment, Suspension and Other Responsibility Matters; and Drug-Free Workplace Requirements

Applicants will review and accept the DOJ Certified Certifications Regarding Lobbying; Debarment, Suspension and Other Responsibility Matters; and Drug-Free Workplace Requirements. See [OJP Grant Application Resource Guide](#).

Applicant Disclosure and Justification: DOJ High Risk Grantees

If applicable, applicants will submit as an attachment in JustGrants. See the [OJP Grant Application Resource Guide](#) for additional information. A DOJ High Risk Grantee is a recipient that has received a DOJ High Risk designation based on a documented history of unsatisfactory performance, financial instability, management system or other internal control deficiencies, or noncompliance with award terms and conditions on prior awards, or that is otherwise not responsible.

How to Apply

Applicants will register in Grants.gov and submit an **SF-424** and an **SF-LLL** in Grants.gov ([Grants.gov registration page](#)).

Applicants will submit the **full application**, including attachments, in [JustGrants](#).

For additional information, see the “How to Apply” section in the [OJP Grant Application Resource Guide](#).

Submission Dates and Time

The **SF-424** and the **SF-LLL** must be submitted by Grants.gov on February 1, 2021.

The full application must be submitted in JustGrants by February 16, 2021, 11:59 p.m. Eastern time.

To be considered timely, the **full application** must be submitted in JustGrants by the JustGrants application deadline.

Application Review Information

Review Criteria

Applications that meet basic minimum requirements will be evaluated by peer reviewers. Applications will be evaluated on how the proposed project/program addresses the following criteria.

1. **Description of the Issue** (10%). Applicant's understanding of the program/issue to be addressed.
2. **Project Design and Implementation** (45%). Adequacy of the proposal, including the goals, objectives, timelines, milestones and deliverables.
3. **Capabilities and Competencies** (25%). Administrative and technical capacity of the applicant to successfully accomplish the goals and objectives.
4. **Plan for Collecting the Data Required for this Solicitation's Performance Measures** (5%). Applicant's understanding of the performance data reporting requirements and the plan for collecting the required data.
5. **Budget** (10%). Completeness, cost effectiveness and allowability (e.g., reasonable, allowable and necessary for project activities).
6. **Other** (5%). Project timeline, position descriptions and résumés for key personnel.

Additional Review Criteria

Other important considerations for the SMART Office include geographic diversity, strategic priorities, available funding, past performance and the extent to which the Budget Worksheet and Budget Narrative (web-based form) accurately explain project costs that are reasonable, necessary and otherwise allowable under federal law and applicable federal cost principles.

Review Process

Applications submitted under this solicitation that meet basic minimum requirements will be evaluated for technical merit

by a peer review panel(s) in accordance with OJP peer review policy and procedures using the stated review criteria above.

OJP screens applications to ensure they meet the basic minimum requirements prior to conducting peer review. Although specific requirements may vary, the following are common requirements applicable to all solicitations for funding under OJP programs:

- The application must be submitted by an eligible type of applicant.
- The application must request funding within programmatic funding constraints (if applicable).
- The application must be responsive to the scope of the solicitation.
- The application must include all items necessary to meet the basic minimum requirements.

Pursuant to the Part 200 Uniform Requirements, before award decisions are made, OJP also reviews information related to the degree of risk posed by the applicant. Among other things, OJP checks whether the applicant is listed in SAM as excluded from receiving a federal award to help assess whether an applicant that has one or more prior federal awards has a satisfactory record with respect to performance, integrity and business ethics.

In addition, if OJP anticipates that an award will exceed \$250,000 in federal funds, OJP also must review and consider any information about the applicant that appears in the non-public segment of the integrity and performance system accessible through SAM (currently, the Federal Awardee Performance and Integrity Information System, FAPIIS).

Important note on FAPIIS: An applicant may review and comment on any information about it that currently appears in FAPIIS, entered by a federal awarding agency. OJP will consider any such comments by the applicant, in addition to other information in FAPIIS, in its assessment of the risk posed by the applicant.

Absent explicit statutory authorization or written delegation of authority to the contrary, all final award decisions will be made by the Assistant Attorney General, who may take into account peer review ratings and the SMART Office recommendations, as well as other factors as indicated in this section.

Federal Award Administration Information

Federal Award Notices

See the [OJP Grant Application Resource Guide](#) for information on award notifications and instructions.

Administrative, National Policy, and Other Legal Requirements

If selected for funding, in addition to implementing the funded project consistent with the OJP-approved application, the recipient must comply with all award conditions, and all applicable requirements of federal statutes and regulations (including applicable requirements referred to in the assurances and certifications executed in connection with award acceptance).

For additional information on these legal requirements, see the [Administrative, National Policy, and Other Legal Requirements](#) section in the [OJP Grant Application Resource Guide](#).

Information Technology (IT) Security Clauses

An application in response to this solicitation may require inclusion of information related to information technology security. See the [OJP Grant Application Resource Guide](#) for information on information technology security.

General Information about Post-Federal Award Reporting Requirements

In addition to the deliverables described in the Goals, Objectives, Deliverables section, any recipient of an award under this solicitation will be required to submit certain reports and data.

Required reports. Recipients typically must submit quarterly financial reports, semiannual progress reports, final financial and progress reports, ad hoc reports and, if applicable, an annual audit report in accordance with the Part 200 Uniform Requirements or specific award conditions. Future awards and fund drawdowns may be withheld if reports are delinquent. (In appropriate cases, OJP may require additional reports.)

See the [OJP Grant Application Resource Guide](#) for additional information on specific [Post-Federal Award Reporting Requirements](#), including performance measures data.

Federal Awarding Agency Contact(s)

For SMART Office contact information, see page 2.

For Grants.gov contact information, see page 2.

For JustGrants contact information, see page 2.

Other Information

Freedom of Information and Privacy Act (5 U.S.C. 552 and 5 U.S.C. 552a)

See the [OJP Grant Application Resource Guide for information on Freedom of Information and Privacy Act \(5 U.S.C. 552 and 5 U.S.C. 552a\)](#).

Provide Feedback to OJP

See the [OJP Grant Application Resource Guide for information on how to Provide Feedback to OJP](#).

Performance Measures

Objective	Performance Measure(s)	Description	Data Recipient Provides
Prevent the occurrence of abuse in athletic programs of the United States Olympic Committee & Paralympic sports organizations by establishing and implementing effective policies, standards and procedures	Number of policies, standards and/or procedures developed Percentage of policies, standards and procedures developed and implemented		For the current reporting period: - Number of policies, standards and/or procedures developed to prevent abuse, such as for background screening, abuse investigation and prevention policies developed for new and existing organizational staff, coaches, instructors and volunteers - Of those, the number of policies, standards and/or procedures implemented
Report allegations of sexual and physical abuse and comply with applicable state and federal reporting requirements regarding child abuse including sexual abuse	Number of suspected incidents of abuse of young athletes in sports referred to law enforcement		Number of suspected incidents of abuse of young athletes in sport referred to law enforcement for investigation
Oversee regular and random audits to ensure policies and procedures used to prevent and identify the abuse of an amateur athlete are followed correctly	Number of random audits conducted to ensure policies and procedures are followed correctly		Number of random audits conducted to ensure policies and procedures used to prevent and identify abuse of young athletes are being followed Number of policies, standards and procedures established to prevent abuse to be appropriately based upon the results of the random audits
Assist in the implementation of training, prevention and standards at national, statewide and local levels	Number of ongoing trainings on abuse and prevention to leadership, coaches, instructors and volunteers Number of Olympic personnel trained on prevention and reporting allegations Percentage of participants who successfully completed the training Number of curricula developed Number of curricula that were pilot tested Percentage of curricula that were revised after pilot testing		Number of trainings Number of individuals who: - Attended the training (in-person) or started the training (web-based) - Completed the training - Completed an evaluation and rated the training as satisfactory or better - Reported the training provided information that could be utilized in their job Number of training curricula: - Developed - Pilot tested - Revised after being pilot tested

Application Checklist

SMART FY 2021 Keep Young Athletes Safe

This application checklist has been created as an aid in developing an application.

What an Applicant Must Do:

Prior to Registering in Grants.gov:

- Acquire a DUNS Number (see [OJP Grant Application Resource Guide](#))
- Acquire or renew registration with SAM (see [OJP Grant Application Resource Guide](#))

To Register with Grants.gov:

- Acquire AOR and Grants.gov username/password (see [OJP Grant Application Resource Guide](#))
- Acquire AOR confirmation from the E-Biz POC (see [OJP Grant Application Resource Guide](#))

To Find Funding Opportunity:

- Search for the Funding Opportunity on Grants.gov (see page 1)
- Access Funding Opportunity and Application Package (see [OJP Grant Application Resource Guide](#))
- Sign up for Grants.gov email [notifications](#) (optional) (see [OJP Grant Application Resource Guide](#))
- Read [Important Notice: Applying for Grants in Grants.gov](#)
- Read [OJP policy and guidance on conference approval, planning, and reporting](#) (see [OJP Grant Application Resource Guide](#))

Overview of Post-Award Legal Requirements:

- Review the “[Overview of Legal Requirements Generally Applicable to OJP Grants and Cooperative Agreements - FY 2021 Awards](#)” in the [OJP Funding Resource Center](#).

Scope Requirement:

- The federal amount requested is within the allowable limit(s) of approximately \$2.3 million, subject to availability of funds.

Eligibility Information:

- See title page for eligibility information.
- Submit **SF-424** and **SF-LLL** in Grants.gov

After SF-424 and SF-LLL Submission in Grants.gov, Receive Grants.gov Email Notifications That:

- Submission has been received in Grants.gov
- Submission has either been successfully validated or rejected with errors (see [OJP Grant Application Resource Guide](#))

If No Grants.gov Receipt, and Validation or Error Notifications are Received:

- Contact the SMART Office regarding technical difficulties (see Contact Information)

Receive email notification to complete application in JustGrants:

- Complete Application in JustGrants

Content of Application Submission:

The following items are critical application elements required to pass Basic Minimum Requirements review. An application that OJP determines does not include the application elements that must be included in the application submission in order for the application to meet the basic minimum requirements, will neither proceed to peer review, nor receive further consideration.

- Proposal Narrative
- Budget Worksheet and Budget Narrative (web-based form)

Content of Application Submission

- Information to Complete the Application for Federal Assistance (SF-424) in Grants.gov
- Standard Applicant Information (SF-424 info from Grants.gov)
- Proposal Abstract
- Proposal Narrative

Budget and Associated Documentation

- Budget Worksheet and Budget Narrative (web-based form)
- Indirect Cost Rate Agreement (if applicable) (see [OJP Grant Application Resource Guide](#))
- Financial Management and System of Internal Controls Questionnaire (see [OJP Grant Application Resource Guide](#))
- Disclosure of Process related to Executive Compensation

Additional Application Components

- Resumes of key personnel
- Timeline
- Research and Evaluation Independence and Integrity (see [OJP Grant Application Resource Guide](#))
- List of procurement contracts
- Organizational chart

Disclosures and Assurances

- [Disclosure of Lobbying Activities \(SF-LLL\)](#) (see [OJP Grant Application Resource Guide](#))
- Applicant Disclosure of Duplication in Cost Items (Pending Applications) (see [OJP Grant Application Resource Guide](#))
- DOJ Certified Standard Assurance (see [OJP Grant Application Resource Guide](#))
- DOJ Certifications Regarding Lobbying; Debarment, Suspension and Other Responsibility Matters; and Drug-Free Workplace Requirements (see [OJP Grant Application Resource Guide](#))
- Applicant Disclosure and Justification – DOJ High Risk Grantees (if applicable) (see [OJP Grant Application Resource Guide](#))

Submit Application in JustGrants:

- Application has been successfully submitted in JustGrants

If JustGrants Application Submission, Validation, or Error Notifications are Received:

- Contact JustGrants.Support@usdoj.gov or 833-872-5175 regarding technical difficulties.