The Department of Homeland Security (DHS)
Notice of Funding Opportunity (NOFO)
Blue Campaign Program Evaluation & Violence Prevention Advisement

NOTE: If you are going to apply for this funding opportunity and have not obtained a Data Universal Numbering System (DUNS) number and/or are not currently registered in the System for Award Management (SAM), please take immediate action to obtain a DUNS Number, if applicable, and then to register immediately in SAM. It may take 4 weeks or more after you submit your SAM registration before your registration is active in SAM, then an additional 24 hours for Grants.gov to recognize your information. Information on obtaining a DUNS number and registering in SAM is available from Grants.gov at: http://www.grants.gov/web/grants/register.html. Detailed information regarding DUNS and SAM is also provided in Section D of this NOFO, subsection, Content and Form of Application Submission.

A. Program Description

1. **Issued By**
   U.S. Department of Homeland Security (DHS), Science & Technology Directorate, Office of Science and Engineering (OSE), Social Science Technology Center (SS-TC).

2. **Assistance Listings (formerly Catalog of Federal Domestic Assistance (CFDA) Number)**
   97.108

3. **Assistance Listings Title**
   Homeland Security, Research, Testing, Evaluation, and Demonstration of Technologies

4. **Funding Opportunity Title**
   Blue Campaign Program Evaluation & Violence Prevention Advisement

5. **Funding Opportunity Number**
   DHS-ST- 20-108-FR01

6. **Authorizing Authority for Program**
   6 U.S.C. 188(b)(C)

7. **Appropriation Authority for Program**
   P.L. 116-93, Consolidated Appropriations Act, 2020, Division D. – Department of Homeland Security Appropriations Act, 2020, Title IV – Research, Development, Training and Services

8. **Announcement Type**
   Initial

9. Program Overview, Objectives, and Priorities

The U.S. Department of Homeland Security (DHS) is committed to using cutting-edge technologies and providing scientific expertise in its quest to make America safer. The DHS Science and Technology Directorate (S&T) is tasked with researching and organizing the scientific, engineering, and technological resources of the United States and leveraging these resources to develop tools, methods and research to help protect the homeland. The Social Sciences Technology Center (SS-TC) advances technology and knowledge to improve performance, policy, strategy, tactics, techniques, procedures, and operational impacts to enable communities to augment their existing programs and prevention and response plans to ensure that they include effective protocols and strategies to address the immediate and long-term needs of victims, families, first responders and communities after mass violence or terrorism incidents and, human trafficking crimes..

Due to the growing number of threats our nation is combating, SS-TC supports the evolving threat landscape of a dynamic world with changing motivations, actors, communication models, and weaponry. Effective response requires a sophisticated understanding of the threat environment and innovations in technology and applications. These challenging tasks requires access to a broad set of expertise drawn from the fields of psychology, economics, criminology, political science, sociology, biostatistics, and other social and evaluation disciplines. Knowledge and findings from this research will be transferred to federal, state, local, and private organizations to enable education and awareness to reinforce a whole-of-society prevention architecture. These prevention efforts will equip and empower local efforts – including peers, teachers, community leaders, and law enforcement—to minimize a threat as it evolves while enhancing emergency preparedness and response.

Through this solicitation, SS-TC aims to assist in the development of science-based policy, programs and technologies in support of the DHS Strategic Plan 2020-2024; specifically, Goal 1 (Counter Terrorism and Homeland Security Threats) and Goal 5 (Strengthen Preparedness and Resilience). This solicitation is also in support of the following Department initiatives:

- Strategic Framework for Countering Terrorism and Targeted Violence
- Strategy to Combat Human Trafficking, the Importation of Goods Produced with Forced Labor, and Child Sexual Exploitation

Objectives of this effort will identify high quality data to understand the nature of terrorism, targeted violence, and human trafficking (as defined in the above-referenced documents) as well as aspects of prevention, mitigation, and response to these activities in the United States while providing independent, objective assessment of activities to ensure that state and local stakeholders can continually improve and integrate new

evidence and basic research in pursuit of the general welfare of our citizens. Findings from this research activity aims to provide a comprehensive set of best practices for threat prevention to state, local, and private organizations and inform Federal, state, and local stakeholders of scientific evidence that supports or refutes programs addressing terrorism, targeted violence, and human trafficking.

The base effort for this solicitation will provide scientific evidence to inform research, design, and assistance to state and local stakeholders, as well as victim service providers to assist in developing partnerships, policies and procedures to address the topics of targeted violence and terrorism as well as human trafficking. The awardee(s) will assist with a range of activities, including those outlined on the Blue Campaign while identifying subject matter experts to offer advisement to state, local and private organizations. Identifying these subject matter experts, domestic and international, in the fields of criminology, mental health, psychology, and sociology will help determine gaps in current threat prevention and violence programs.

Technical Topic Areas: (9.1.1 – 9.1.2)

9.1.1 TTA #1, Evaluation Research of the Blue Campaign Public Outreach

Objective 1: The Awardee shall conduct an impact evaluation the Blue Campaign's national public awareness campaign, designed to educate the public, law enforcement and private businesses and citizens in local communities and national business sectors to recognize the indicators of human trafficking and how to appropriately respond to possible cases. This evaluation will identify gaps in this program, develop key performance metrics, access the impact that the awareness program has reporting and awareness of human trafficking, and identify the impacts of the program in terms of its defined objectives as well as unintended consequences of the programmatic outreach activities. Impact Evaluation assesses the causal impact of a program, policy, or organization, or aspect thereof, on outcomes relative to those of a counterfactual. In other words, this type of evaluation estimates and compares outcomes with and without the program, policy, or organization, or aspect thereof. Impact evaluations include both experimental (i.e., randomized controlled trials) and quasi-experimental designs. (OMB M-20-12, p.10, available online https://www.whitehouse.gov/wp-content/uploads/2020/03/M-20-12.pdf).

Objective 2: The Awardee shall meet with key stakeholders to conduct evidence-based evaluations on the impact of the Blue Campaign. The Awardee shall tailor the evaluation to the specific program and purpose of the evaluation, in consultation with SS-TC and other federal stakeholders. This includes specific plans for data collection, analyses, reporting, and dissemination of results. All original data

developed for this work is expected to be archived and made available for public use.

Objective 3: To demonstrate results, Awardees will share findings with primary intended users—including, but not limited to, managers of the evaluated entities, to the DHS S&T program manager and SS-TC —via reports and presentations. Awardees shall generate a main written report, and provide accompanying presentation slides, that clearly identify the research goals, explain the research strategies and methodology (including description of the design as implemented, the data used, and the analyses), the results of the analysis; including, as appropriate, tables, and key statistical outputs, along with a discussion of the study's strengths and limitations, and recommendations for actions. The report will also include a brief executive summary and, as appropriate, statistical tables, summaries of the methodology utilized, qualitative data, and appendices containing all measurement instruments. The basis for the recommendations, their rationales and the data behind them are intended for public release and use. Publication in peer reviewed scientific outlets is encouraged.

Objective 4: Upon completion of evaluations, the Awardee shall develop recommendations and methods for introducing data gathering on key metrics into the design and implementation of Blue Campaign, including enhanced risk analytics and assessment on identification of online and offline activities posing a threat to domestic security. Awardee will work closely with stakeholders to make recommendations for outreach and public education programs that are supported by evaluation evidence and are within the legal authorities and capabilities of the Department of Homeland Security.

Objective 5: The Awardee shall be responsible for creation of a plan to publicly disseminate all research findings pursuant to this evaluation, and that dissemination plan shall be made part of the award application. That plan shall provide for all data to be disseminated and made accessible to the general public. Additionally, the dissemination plan should identify other key stakeholders (both governmental and non-governmental) who shall be offered the products resulting from this award, including a statement regarding the types of products that shall be made available to those stakeholders. Awardees are expected to deliver an evaluation report of formative evaluation, including methods, results, and appendices containing all measurement instruments. The evaluated entities will benefit by being able to demonstrate success through independent research. Other localities interested in advancing threat prevention programming will benefit by having access to a repository of effective programs. Additionally, copies of all data files, and accompanying codebooks, shall be submitted both to the National Archive of

Criminal Justice Data (NACJD), hosted by the Inter-university Consortium for Political and Social Research (ICPSR; at the University of Michigan), and SS-TC.

9.1.2 **TTA #2, Scientific Advisement for the General Public**

Objective 1: There is an identified need to actively share the knowledge and experience from additional sub-specialty areas in social, behavioral, and economic science to inform current research on targeted violence and terrorism prevention. The Awardee shall engage non-Federal SMEs from research organizations (universities, research workshops, panels) to identify existing, corollary scientific knowledge and scientific expertise in violence prevention programming to the benefit of state and local stakeholders and the terrorism research community. Topics may include, but are not limited to, gun violence reduction research, hate crime and threat reduction research, criminal justice diversion programs, , program evaluation for diversion programs in courts, recidivism/prisoner re-entry research, individual planned change programs for at-risk youth, and/or the role of social media on violence. This is expected to result in an expert advisory group that can advise in the application of existing knowledge from disparate areas of study to more quickly advance research in the area of prevention of terrorism and targeted violence through the awareness and application of insights, evidence, methodology, and knowledge from these closely related areas if applied to terrorism and targeted violence research.

Objective 2: The Awardee shall assemble experts in the abovementioned research fields, elicit findings to be shared publicly, and advise the research community on multidisciplinary violence prevention studies with the cooperation and assistance of the DHS S&T Social Science Technical Center. The awardee will convene experts, domestic and international, in the fields of mental health, psychology, sociology, criminology, biostatistics, political science, and other social and evaluation disciplines and will help identify off-ramp strategies for those on a pathway towards radicalization and/or violence and recovery for at-risk or convicted persons. Specific research information the awardee will gather from experts are as follows:

i. The evaluation of prevention measures, in collaboration with practitioners and public and private organizations.
ii. The comparison of evaluation methods across purposes for government or non-government programs.
iii. The comparison of the factors relating to radicalization and resilience, and how violent extremism takes shape in different contexts.
iv. The ethics of evaluation and the consideration of the impacts of evaluations on the people involved.

10. Performance Metrics

Applicants shall be assessed based on the following measures for TTA #1:

i. Qualitative assessment of performance of the Blue Campaign's public awareness campaign to include an impact evaluation.

ii. Evidence indicating whether awareness has been raised (e.g. survey – including pre- and post-briefing, focus groups, post briefing test) to expand capacity of agencies and local governments seeking to augment their existing emergency response planning by making evidence available to decision makers.

iii. Provide presentations, recommendations or technical assistance on design and implementation of outreach and public awareness strategies targeting state and local stakeholders, law enforcement, first responders, as well as victim service providers at national, regional or state conferences to raise awareness of data and tools available to refine public awareness campaigns and public outreach programs.

iv. Conduct ongoing data collection and evaluation activities for the purpose of improving access to data, tools and technical knowledge for these efforts.

Applicants shall be assessed based on the following measures for TTA #2:

i. Scientific evidence to support the design and provision of individualized training and technical assistance to stakeholders to assist in developing partnerships, policies, and procedures to address the needs of victims of incidents of violence and threat prevention.

ii. Assembly of non-Federal subject matter experts from research organizations to make recommendations for outreach and public education programs that are supported by evaluation evidence.

iii. Conduct ongoing expert elicitation to develop and enable public release of information in formats that are appropriate to policy-makers, scientists, state and local governments, and practitioners engaged in the prevention of targeted violence and terrorism.

B. Federal Award Information

1. Available Funding for the NOFO: $875,000.00

It is anticipated that TTA #1 target award amount is $775,000 and TTA #2 target award amount is $100,000.

DHS anticipates the overall period of performance for awards issued under this NOFO will be up to 24 months, encompassing two program years. If a continuation is necessary, additional funding will be provided if funding becomes available and if, in

DHS's sole discretion, DHS determines that it will award funding for additional budget periods. Should funding become available for additional program years, applicants will be required to submit an application and proposed budget for approval by DHS before any additional funds are awarded.

2. **Projected number of Awards:** TBD based on applications received

3. **Period of Performance:** up to 24 months

Is an extension for the period of performance allowable?
See Section H.

4. **Projected Period of Performance Start Date(s):** 11/09/2020

5. Projected Period of Performance End Date(s): 07/30/2025

6. Funding Instrument Type: Cooperative Agreement

DHS Substantial Involvement

The "Program Evaluation – Blue Campaign" requires substantial DHS involvement with awardee to include:

- DHS and recipient collaborate or jointly participate in the development of work plans and modifications thereto, disapproving and approving sub-projects, and coordinating standards development activities.
- DHS stakeholder input and participation to ensure that expected findings of proposed research is applicable within the limits and authorities afforded to the Department of homeland Security by law. This may include considerations of both DHS mission considerations as well as active cooperation with privacy and civil rights limitations. These considerations may limit the recipient's discretion with respect to scope of solutions offered, coupled with close DHS monitoring and operational involvement during performance over and above the normal exercise of Federal stewardship responsibilities, to ensure compliance with these requirements. Additionally, DHS responsibilities under the cooperative agreement, in addition to the usual monitoring and technical assistance, include the following:

    1. Providing technical assistance, including oversight of the selection of eligible research participants (in participating jurisdictions), and providing technical assistance workshops.
    2. Assisting in the establishment of interagency partnerships, collaborations, consultations, and cooperation, within the Federal government, that might be necessary for carrying out the project.
    3. Conducting periodic programmatic reviews of progress and products, including quarterly reviews.

4. Oversight of the development of training materials, the provision of training, the coordination of self-certification activities, and any evaluations thereof
5. Attending and participating in applicable meetings initiated by federal, state, and local stakeholders, including meetings with program staff of the evaluated entities, their subcommittees, and working groups, as applicable. S&T and Component subject matter experts may periodically attend, participate in such meetings, and advise the local program managers.

C. Eligibility Information

1. Eligible Applicants

a) For-profit organizations other than small businesses
b) Individuals
c) Nonprofits with 501(c)(3) IRS status, other than institution of higher education
d) Nonprofits without 501(c)(3) IRS status, other than institution of higher education
e) Private institutions of higher education
f) Public & state-controlled institutions of higher education
g) Small businesses

2. Applicant Eligibility Criteria

To be eligible for this program, must meet the below requirements:

1. Applicants must not be a Government organization. At the time of application, applicants that propose to become the PM must have at least three years of experience performing program evaluations.
2. National laboratory employees may participate in planning, conducting, and analyzing the activities directed by the applicant, but may not direct projects on behalf of the applicant organization.
3. The standards organization may provide funds through its assistance agreement with DHS to an FFRDC for project-specific, non-federal research personnel, supplies, equipment, facilities, data, and other expenses directly related to activities under this cooperative agreement.
4. Federal agencies may not apply. Federal employees are not eligible to serve in a principal leadership role on a grant or cooperative agreement and may not receive salaries or in other ways augment their agency's appropriations through awards made by this program.
    a. Nonetheless, federal employees may interact substantively with awardees in the form of cooperation.
    b. Cooperation involves consulting on the planning, management, and coordination of standards organization and/or information sharing and analysis organization activities, sharing or comparing information,

indicators, samples, equipment, facilities, data, models, or other support during the conduct of the standards development and related activities in which the interaction is substantial and requires the award of a cooperative agreement, rather than a grant.

c. Substantial involvement occurs when the collaboration or cooperation of a federal employee or facility is necessary to achieving the overall goals of the activities supported by this cooperative agreement.

3. Other Eligibility Criteria

DHS will not consider applications that do not adhere to one or more of the following requirements:

i. **Application relevance.** Applications that do not address the purpose of this announcement will not be considered.

ii. **Compliance and completeness.** Applications must substantially comply with the application submission instructions and requirements in this announcement or they will not be considered.

iii. **Funding limits.** Applications exceeding the funding limits will not be considered.

iv. **Proof of non-profit status.** The applicant and any proposed sub-awardee must provide documentation of non-profit and/or public status. Any of the following constitutes acceptable proof of non-profit status:

- A reference to the applicant organization's listing in the Internal Revenue Service's (IRS) most recent list of tax-exempt organizations described in section 501(c)(3) of the IRS code.
- A copy of a currently valid IRS tax exemption certificate.
- A statement from a State taxing body, State attorney general, or other appropriate State official certifying that the applicant organization has a non-profit status and that none of the next earnings accrue to any private stakeholders or individuals.
- A certified copy of the organization's certificate of incorporation or similar document that clearly establishes non-profit status.
- Any of the items in subparagraphs immediately above for a State or national parent organization and a statement signed by the parent organization that the applicant or organization is a local non-profit affiliate.
- A signed statement on official letterhead by an official authorized to apply for grant funds on behalf of the public entity shall suffice.

In addition, DHS will not consider **multiple applications** from a single organization serving as the lead. If more than one application is submitted by a single organization as the lead, the later in time will be considered, unless the later application clearly indicates a unique role for that organization, other than as lead for this activity.

4. Maintenance of Effort (MOE)

Not Applicable

5. **Cost Share or Match**
   Not Applicable

D. Application and Submission Information

1. **Key Dates and Times**
   a. **Application Start Date:** *09/04/2020*
   b. **Application Submission Deadline:** *10/19/2020 at 11:59:59 PM [EDT]*
   c. **Anticipated Funding Selection Date:** **No later than** *11/06/2020*
   d. **Anticipated Award Date *(Optional)*:** **No later than** 11/09/2020
   e. **Other Key Dates**

Event	Suggested Deadline for Completion
Obtaining DUNS Number	Four weeks before actual submission deadline
Obtaining a valid EIN	Four weeks before actual submission deadline
Updating SAM registration	Four weeks before actual submission deadline
Starting application in Grants.gov	One week before actual submission deadline

2. **Agreeing to Terms and Conditions of the Award**
   By submitting an application, applicants agree to comply with the requirements of this NOFO and the terms and conditions of the award, should they receive an award.

   Deadlines. DHS will not accept late applications. Without exception, applications must be received by Grants.gov on or before the deadline in this announcement or they will not be considered.

3. **Address to Request Application Package**
   Application forms and instructions are available at Grants.gov. To access these materials, go to http://www.grants.gov.

   For a hardcopy of the full NOFO, please write or fax a request to:

   Janet Bailey
   Office of Procurement Operations (MGMT I OPO)
   245 Murray Lane SW
   Mail Stop 0115
   Washington, D.C. 20528-0115
   Phone: 202-447-0362

Email: janet.bailey@HQ.DHS.GOV

Applications will be processed through the Grants.gov portal.

4. Steps Required to Submit an Application, Unique Entity Identifier, and System for Award Management (SAM)

To apply for an award under this program, all applicants must:

a. Apply for, update, or verify their Data Universal Numbering System (DUNS) Number from Dun & Bradstreet (D&B) and Employer ID Number (EIN)
b. In the application, provide a valid Data Universal Numbering System DUNS number, which is currently the unique entity identifier;
c. Have an account with login.gov;
d. Register for, update, or verify their SAM account and ensure the account is active before submitting the application;
e. Create a Grants.gov account;
f. Add a profile to a Grants.gov account;
a. Establish an Authorized Organizational Representative (AOR) in Grants.gov;
b. Submit application in Grants.gov;
g. Submit the final application in the Grantsolutions; and
h. Continue to maintain an active SAM registration with current information at all times during which it has an active federal award or an application or plan under consideration by a federal awarding agency.

Applicants are advised that DHS may not make a federal award until the applicant has complied with all applicable DUNS and SAM requirements. Therefore, an applicant's SAM registration must be active not only at the time of application, but also during the application review period and when DHS is ready to make a federal award. Further, as noted above, an applicant's or recipient's SAM registration must remain active for the duration of an active federal award. If an applicant's SAM registration is expired at the time of application, expires during application review, or expires any other time before award, DHS may determine that the applicant is not qualified to receive a federal award and use that determination as a basis for making a federal award to another applicant.

5. Electronic Delivery

DHS is participating in the Grants.gov initiative to provide the grant community with a single site to find and apply for grant funding opportunities. DHS encourages or requires applicants to submit their applications online through Grants.gov, depending on the funding opportunity.

For this funding opportunity, DHS requires applicants to submit applications through Grants.gov.

6. How to Register to Apply through Grants.gov

a. Registering in Grants.gov is a multi-step process. Read the instructions below about registering to apply for DHS funds. Applicants should read the registration instructions carefully and prepare the information requested before beginning the registration process. Reviewing and assembling the required information before beginning the registration process will alleviate last-minute searches for required information.

The registration process can take up to four weeks to complete. Therefore, registration should be done in sufficient time to ensure it does not impact your ability to meet required application submission deadlines.

Organizations must have a Data Universal Numbering System (DUNS) Number, active System for Award Management (SAM) registration, and Grants.gov account to apply for grants. If individual applicants are eligible to apply for this grant funding opportunity, then you may begin with step 3, Create a Grants.gov account, listed below.

Creating a Grants.gov account can be completed online in minutes, but DUNS and SAM registrations may take several weeks. Therefore, an organization's registration should be done in sufficient time to ensure it does not impact the entity's ability to meet required application submission deadlines. Complete organization instructions can be found on Grants.gov here: https://www.grants.gov/web/grants/applicants/organization-registration.html

1) All entities applying for funding, including renewal funding, must have a DUNS number from Dun & Bradstreet (D&B). Applicants must enter the DUNS number in the data entry field labeled "Organizational DUNS" on the SF-424 form.

For more detailed instructions for obtaining a DUNS number, refer to: https://www.grants.gov/web/grants/applicants/organization-registration/step-1-obtain-duns-number.html

2) All organizations applying online through Grants.gov must register with the System for Award Management (SAM). Failure to register with SAM will prevent your organization from applying through Grants.gov. SAM registration must be renewed annually.

For more detailed instructions for registering with SAM, refer to: https://www.grants.gov/web/grants/applicants/organization-registration/step-2-register-with-sam.html

3) The next step is to register an account with Grants.gov. Follow the on-screen instructions or refer to the detailed instructions here: https://www.grants.gov/web/grants/applicants/registration.html

4) A profile in Grants.gov corresponds to a single applicant organization the user represents (i.e., an applicant) or an individual applicant. If you work for or consult

with multiple organizations and have a profile for each, you may log in to one Grants.gov account to access all of your grant applications. To add an organizational profile to your Grants.gov account, enter the DUNS Number for the organization in the DUNS field while adding a profile.

For more detailed instructions about creating a profile on Grants.gov, refer to: https://www.grants.gov/web/grants/applicants/registration/add-profile.html

5) After you register with Grants.gov and create an Organization Applicant Profile, the organization applicant's request for Grants.gov roles and access is sent to the EBiz POC. The EBiz POC will then log in to Grants.gov and authorize the appropriate roles, which may include the AOR role, thereby giving you permission to complete and submit applications on behalf of the organization. You will be able to submit your application online any time after you have been assigned the AOR role.

   For more detailed instructions about creating a profile on Grants.gov, refer to: https://www.grants.gov/web/grants/applicants/registration/authorize-roles.html

6) To track your role request, refer to: https://www.grants.gov/web/grants/applicants/registration/track-role-status.html

7) When applications are submitted through Grants.gov, the name of the organization applicant with the AOR role that submitted the application is inserted into the signature line of the application, serving as the electronic signature. The EBiz POC **must** authorize people who are able to make legally binding commitments on behalf of the organization as a user with the AOR role; **this step is often missed, and it is crucial for valid and timely submissions.**

7. How to Submit an Application to DHS via Grants.gov

Grants.gov applicants can apply online using Workspace. Workspace is a shared, online environment where members of a grant team may simultaneously access and edit different webforms within an application. For each NOFO, you can create individual instances of a workspace.

Below is an overview of applying on Grants.gov. For access to complete instructions on how to apply for opportunities using Workspace, refer to: https://www.grants.gov/web/grants/applicants/workspace-overview.html

a. Creating a workspace allows you to complete it online and route it through your organization for review before submitting.

b. Add participants to the workspace to work on the application together, complete all the required forms online or by downloading PDF versions, and check for errors before submission. The Workspace progress bar will display the state of your

application process as you apply. As you apply using Workspace, you may click the blue question mark icon near the upper-right corner of each page to access context-sensitive help.

c. If you decide not to apply by filling out webforms you can download individual PDF forms in Workspace. The individual PDF forms can be downloaded and saved to your local device storage, network drive(s), or external drives, then accessed through Adobe Reader.

   NOTE: Visit the Adobe Software Compatibility page on Grants.gov to download the appropriate version of the software at: https://www.grants.gov/web/grants/applicants/adobe-software-compatibility.html

d. In the forms, you will note fields marked with an asterisk and a different background color. These fields are mandatory fields that must be completed to successfully submit your application.

e. The forms are designed to fill in common required fields across other forms, such as the applicant name, address, and DUNS number. To trigger this feature, an applicant must complete the SF-424 information first. Once it is completed, the information will transfer to the other forms.

f. An application may be submitted through workspace by clicking the Sign and Submit button on the Manage Workspace page, under the Forms tab. Grants.gov recommends submitting your application package at least 24-48 hours prior to the close date to provide you with time to correct any potential technical issues that may disrupt the application submission.

g. After successfully submitting a workspace application, a Grants.gov Tracking Number (GRANTXXXXXXXX) is automatically assigned to the application. The number will be listed on the Confirmation page that is generated after submission. Using the tracking number, access the Track My Application page under the Applicants tab or the Details tab in the submitted workspace.

For additional training resources, including video tutorials, refer to: https://www.grants.gov/web/grants/applicants/applicant-training.html

Grants.gov provides applicants 24/7 support via the toll-free number 1-800-518-4726 and email at support@grants.gov. For questions related to the specific grant opportunity, contact the number listed in the application package of the grant you are applying for.

If you are experiencing difficulties with your submission, it is best to call the Grants.gov Support Center and get a ticket number. The Support Center ticket number will assist DHS with tracking your issue and understanding background information on the issue.

8. Submitting the Final Application in *[another grant system]* *(if applicable)*

9. Timely Receipt Requirements and Proof of Timely Submission

a. All applications must be received by 11:59:59 Eastern time on the due date established for each program. Proof of timely submission is automatically recorded by Grants.gov. An electronic date/time stamp is generated within the system when the application is successfully received by Grants.gov. The applicant with the AOR role who submitted the application will receive an acknowledgement of receipt and a tracking number (GRANTXXXXXXXX) from Grants.gov with the successful transmission of their application. This applicant with the AOR role will also receive the official date/time stamp and Grants.gov Tracking number in an email serving as proof of their timely submission.

When DHS successfully retrieves the application from Grants.gov, and acknowledges the download of submissions, Grants.gov will provide an electronic acknowledgment of receipt of the application to the email address of the applicant with the AOR role who submitted the application. Again, proof of timely submission shall be the official date and time that Grants.gov receives your application. Applications received by Grants.gov after the established due date for the program will be considered late and will not be considered for funding by DHS.

Applicants using slow internet, such as dial-up connections, should be aware that transmission can take some time before Grants.gov receives your application. Again, Grants.gov will provide either an error or a successfully received transmission in the form of an email sent to the applicant with the AOR role attempting to submit the application. The Grants.gov Support Center reports that some applicants end the transmission because they think that nothing is occurring during the transmission process. Please be patient and give the system time to process the application.

10. Content and Form of Application Submission

11. Other Submission Requirements

12. Intergovernmental Review

An intergovernmental review may be required. Applicants must contact their state's Single Point of Contact (SPOC) to comply with the state's process under Executive Order 12372.

(See https://www.archives.gov/federal-register/codification/executive-order/12372.html; https://www.whitehouse.gov/wp-content/uploads/2019/02/SPOC-February-2019.pdf).

13. Funding Restrictions

14. Allowable Costs

a. Pre-Award Costs

Not applicable

b. Management and Administration (M&A) Costs

Discretionary M&A costs are allowable in the event the Recipient does not have an indirect cost rate agreement. The Recipient is allowed a maximum of up to ten (10) percent for M&A costs in these instances.

M&A are not operational costs but are necessary costs incurred in direct support of the grant or as a consequence of it, such as travel, meeting-related expenses, and salaries of full/part-time staff in direct support of the program. As such these can be itemized in financial reports.
An application must provide in the project narrative a detailed description of these expenses.

c. Indirect Facilities & Administrative (F&A) Costs *(if applicable)*

Indirect costs are allowable. Provide a copy of the latest rate agreement negotiated with a cognizant Federal agency. If the applicant organization is in the process of initially developing or renegotiating a rate, upon notification that an award will be made, it should immediately develop a tentative indirect cost rate proposal based on its most recently completed fiscal year, in accordance with the cognizant agency's guidelines for establishing indirect cost rates, and submit it to the cognizant agency. Applicants awaiting approval of their indirect cost proposals may also request indirect costs. When an indirect cost rate is requested, those costs included in the indirect cost pool should not also be charged as direct costs to the award. Also, if the applicant is requesting a rate that is less than what is allowed under the program, the authorized representative of the applicant's organization must submit a signed acknowledgement that the applicant is accepting a lower rate than allowed.

E. Application Review Information

1. Application Evaluation Criteria

a. Programmatic Criteria

Evaluators will evaluate all applications for the program evaluation and are selected based on having technical backgrounds that sufficiently cover the areas required to fairly evaluate the applications. A list of expected skill sets of the program evaluators is outlined below:

- Technical understanding of violence reduction and threat prevention programs and multidisciplinary expertise in public health emergency preparedness and response.

- Awareness of community developments, including latest prominent F/S/L/T efforts to advance public outreach, anti-human trafficking efforts and the field of evaluation research in general and evaluation of violence prevention and public communications programs specifically.

- The ability to apply active management, experience, or demonstrated knowledge of performance, policy, strategy, tactics, techniques, procedures, and operational impacts to the DHS mission through the application of fundamental research in behavioral, social, economic, human factors, and investigative science research and development programs effectively.

DHS will use the following criteria to evaluate full proposal submissions. Proposals that do not provide satisfactory responses to these essential criteria will be deemed nonresponsive and returned

1. Statement of applicant's capabilities/competencies (relevant projects, experience, capacities), and MOUs or letters of support with all stakeholders (both NGOs and Government actors) necessary to facilitate the evaluations The Blue Campaign Point of Contact for Letters of support is maraya.lasinsky@hq.dhs.gov: 0-10, weighted 20%.

2. Quality & Feasibility of Technical Approach: 0-10, weighted 50%.

3. Program Management Approach: 0-10, weighted 20%.

4. Cost Effectiveness, relative to anticipated results/products: 0-10, weighted 10%.

Three Evaluators will independently evaluate and score each application. Evaluators will then participate in the discussion of these applications when the group convenes for the consensus evaluation. All members of the evaluation are permitted to contribute to the group discussions at the consensus evaluation. Discussions may occur virtually.

b. Financial Integrity Criteria

Prior to making a federal award, the Grants Office is required by 31 U.S.C. § 3321 note, 41 U.S.C. § 2313, and 2 C.F.R. § 200.205 to review information available through any OMB-designated repositories of government wide eligibility qualification or financial integrity information. Therefore, application evaluation criteria may include the following risk-based considerations of the applicant:

1) Financial stability.
2) Quality of management systems and ability to meet management standards.
3) History of performance in managing federal award.
4) Reports and findings from audits.
5) Ability to effectively implement statutory, regulatory, or other requirements.

c. Supplemental Financial Integrity Criteria and Review

Prior to making a federal award where the anticipated total federal share will be greater than the simplified acquisition threshold, currently $250,000 (see Section 805 of the National Defense Authorization Act for Fiscal Year 2018, Pub. L. No. 115-91, OMB Memorandum M-18-18 at https://www.whitehouse.gov/wp-content/uploads/2018/06/M-18-18.pdf):

1) Grants Office is required to review and consider any information about the applicant that is in the designated integrity and performance system accessible through SAM, which is currently the Federal Awardee Performance and Integrity Information System (FAPIIS) and is accessible through the https://www.sam.gov/SAM/ website.
2) An applicant, at its option, may review information in FAPIIS and comment on any information about itself that a federal awarding agency previously entered.
3) GFAD will consider any comments by the applicant, in addition to the other information in FAPIIS, in making a judgment about the applicant's integrity, business ethics, and record of performance under federal awards when completing the review of risk posed by applicants as described in 2 C.F.R. § 200.205.

2. Review and Selection Process

F. Federal Award Administration Information

1. Notice of Award

Before accepting the award, the AOR and recipient should carefully read the award package. The award package includes instructions on administering the grant award and the terms and conditions associated with responsibilities under federal awards. **Recipients must accept all conditions in this NOFO as well as any special terms and conditions in the Notice of Award to receive an award under this program.**

2. Pass-Through Requirements

3. Administrative and National Policy Requirements

All successful applicants for DHS grant and cooperative agreements are required to comply with DHS Standard Terms and Conditions, which are available online at: DHS Standard Terms and Conditions.

The applicable DHS Standard Terms and Conditions will be those in effect at the time the award was made, unless the application is for a continuation award. In that event, the terms and conditions in effect at the time the original award was made will generally apply. What terms and conditions will apply for the award will be clearly stated in the award package at the time of award.

4. Reporting

a. Federal Financial Reporting Requirements

The Federal Financial Report (FFR) form is available online at: SF-425 *OMB #4040-0014*

b. Programmatic Performance Reporting Requirements: Monthly progress reports to DHS

The DHS S&T Program Manager (PM) requires grantees to manage and monitor each program, project, sub-award, function, or activity supported by the award through the use of monthly Quad charts and monthly progress reports (templates to be provided by the government). The submission of monthly Quad charts and monthly performance reports will facilitate the government's ability to make recommendations and suggestions to ensure that needs and operational requirements of the targeted communities of this award are being met. All technical plans and reports will be reviewed to ensure the highest scientific standards by the DHS S&T Technical Director for this project.

Monthly Quad Charts and Monthly Progress Reports

These progress reports shall include a summary of the accomplishments and activities, progress toward meeting milestones and deliverables including percentage complete, planned activities for the next reporting period, and identified risks or issues encountered. Monthly Quad Charts and Monthly Reports (e.g. Financial and Technical) shall be delivered to DHS according to the appropriate timeline per the kickoff meeting and should be electronically submitted to DHS PM Ajmal Aziz (Ajmal.Aziz@hq.dhs.gov).

Monthly Quad Cart Progress Report - will detail the activities of the reporting period, including the following at a minimum:

1. List of Work Plan Task's schedule, milestones and deliverables;
2. Summary of technical progress including significant technical information mapped to the task schedule;
3. Past two (4) week accomplishments, projected accomplishments subsequent four (4) weeks and a 30-60 day anticipated activities;
4. Unanticipated technical or management risks or issues;
5. Steps taken to resolve risks or issues;
6. Recommendations for resolution of risks or issues; and
7. Real or estimated impact to schedule, budget and milestone deliverables.

Monthly Financial Status Report - will detail the activities of the reporting period, including the following at a minimum:

1. A breakdown of costs incurred during the period, mapped to the categories of funding in the executed contract, including all direct and indirect labor, other direct, subcontract, other indirect, and travel costs;

2. A cumulative accounting of total costs by cost element versus budget cost to date;
3. Projection of the estimated cost and budget for the project to completion;
4. Estimated percentage of physical completion of the contract; and
5. Equipment inventory (if applicable)

Monthly Technical Status Reports - will detail the activities of the reporting period, including the following at a minimum:

1. List of Work Plan task schedule, milestones and deliverables;
2. Summary of technical progress including significant technical information mapped to the task schedule;
3. Summary of important meetings, briefings, or conferences that occurred during the reporting period or are anticipated for the future;
4. Unanticipated technical or management risks or issues;
5. Steps taken to resolve risks or issues;
6. Recommendations for resolution of risks or issues; and
7. Real or estimated impact to schedule, budget and milestone deliverables.

Project Meeting Minutes – The Recipient will also provide the DHS PM, if requested, with Meeting Minutes of all project meeting and teleconferences conducted within five (5) business days of the date of the meeting.

Additional Meetings and Reports – In addition to the Quad Chart, Financial and Technical Reports, the Recipient shall also provide the following documents which are due to the DHS PM as indicated below and in the Appendix:

1. Kick-off Meeting – award plus 7 days;
2. Project Work Plan (draft) – award plus 10 days
3. Project Work Plan (final) – award plus 15 days;
4. Monthly Quad Charts – begins award plus 30 days; and
5. Subcontracting Plan – as part of the final Project Work Plan.
6. One-page project Summary / Information Sheet per DHS S&T format – award plus 30 days.
7. Presentations on Findings – as needed

c. Closeout Reporting Requirements

Within 90 days after the end of the period of performance, or after an amendment has been issued to close out a grant, recipients must submit the following:

1) The final request for payment, if applicable;
2) The final FFR (SF-425);
3) The final progress report detailing all accomplishments;
4) A qualitative narrative summary of the impact of those accomplishments throughout the period of performance; and
5) Other documents required by this NOFO, terms and conditions of the award, or other GFAD guidance.

If applicable, an inventory of all construction projects that used funds from this program must be reported with the final progress report.

After these reports have been reviewed and approved by GFAD a closeout notice will be completed to close out the grant. The notice will indicate the period of performance as closed, list any remaining funds that will be de-obligated, and address the requirement of maintaining the grant records for three years from the date of the final FFR, unless a longer period applies, such as due to an audit or litigation, for equipment or real property used beyond the period of performance, or due to other circumstances outlined in 2 C.F.R. § 200.333.

In addition, any recipient that issues subawards to any subrecipient is responsible for closing out those subawards as described in 2 C.F.R. § 200.343. Recipients acting as pass-through entities must ensure that they complete the closeout of their subawards in time to submit all necessary documentation and information to ____ during the closeout of their prime grant award.

The recipient is responsible for returning any funds that have been drawn down but remain as unliquidated on recipient financial records.

d. Disclosing Information per 2 C.F.R. § 180.335

This reporting requirement pertains to disclosing information related to government-wide suspension and debarment requirements. Before a recipient enters into a grant award with GFAD, the recipient must notify GFAD if it knows if it or any of the recipient's principals under the award fall under one or more of the four criteria listed at 2 C.F.R. § 180.335:

1) Are presently excluded or disqualified;
2) Have been convicted within the preceding three years of any of the offenses listed in 2 C.F.R. § 180.800(a) or had a civil judgment rendered against it or any of the recipient's principals for one of those offenses within that time period;
3) Are presently indicted for or otherwise criminally or civilly charged by a governmental entity (federal, state or local) with commission of any of the offenses listed in 2 C.F.R. § 180.800(a); or
4) Have had one or more public transactions (federal, state, or local) terminated within the preceding three years for cause or default.

At any time after accepting the award, if the recipient learns that it or any of its principals falls under one or more of the criteria listed at 2 C.F.R. § 180.335, the recipient must provide immediate written notice to GFAD in accordance with 2 C.F.R. § 180.350.

e. Reporting of Matters Related to Recipient Integrity and Performance *(if applicable)*

Per 2 C.F.R. Part 200, Appendix I § F.3, the additional post-award reporting requirements in 2 C.F.R. Part 200, Appendix XII may apply to applicants who, if upon becoming recipients, have a total value of currently active grants, cooperative agreements, and procurement contracts from all federal awarding agencies that exceeds $10,000,000 for any period of time during the period of performance of an

award under this funding opportunity. Recipients that meet these criteria must maintain current information reported in FAPIIS about civil, criminal, or administrative proceedings described in paragraph 2 of Appendix XII at the reporting frequency described in paragraph 4 of Appendix XII.

5. **Monitoring**

Per 2 C.F.R. § 200.336, GFAD, through its authorized representatives, has the right, at all reasonable times, to make site visits to review project accomplishments and management control systems to review project accomplishments and to provide any required technical assistance. During site visits, GFAD will review grant recipients' files related to the grant award. As part of any monitoring and program evaluation activities, grant recipients must permit GFAD, upon reasonable notice, to review grant-related records and to interview the organization's staff and contractors regarding the program. Recipients must respond in a timely and accurate manner to GFAD requests for information relating to the grant program**.**

G. DHS Awarding Agency Contact Information

1. Contact and Resource Information

Technical Lead:
Dr. Richard Legault
Senior Advisor
Science & Technology Directorate
Department of Homeland Security
Richard.Legault@ HQ.DHS.GOV
Desk: (202) 254-6829

Grants Office:
Janet Bailey
Grants Specialist
Science & Technology Directorate
Department of Homeland Security
Janet.Bailey@HQ.DHS.GOV
Desk: (202) 447-0362

H. Additional Information

Extensions

Extensions to this program are allowed.

If the project Recipient believes they require additional time to meet the requirements

of the Topic area, they should submit a written request to the IAS PM no later than 45 days before the end of the scheduled Period of Performance (POP). The written request shall contain the reasons for the extension request and the requested new expiration date for the POP. The IAS PM will then review the request and discuss it, if necessary, with the project Recipient. If an extension request is approved by the PM, it will be forwarded to the Grants Officer for consideration.

Financial Risk Assessment Evaluation

DHS staff will evaluate the risks to the program posed by each applicant, including conducting due diligence to ensure an applicant's ability to manage federal funds. This evaluation is in addition to the evaluation of the applicant's eligibility and the quality of its application on the basis of the Selection Criteria, and results from this evaluation will inform funding decisions. If DHS determines that an award will be made, special conditions that correspond to the degree of risk assessed may be applied to the award.

In evaluating risks, DHS may consider the following:

- Financial stability
- Quality of management systems and ability to meet the management standards prescribed in applicable OMB Guidance
- Applicant's record in managing previous DHS awards, cooperative agreements, or procurement awards, including:

1. Timeliness of compliance with applicable reporting requirements

2. Accuracy of data reported

3. Conformance to the terms and conditions of previous federal awards

4. If applicable, the extent to which any previously awarded amounts will be expended prior to future awards

5. Information available through OMB-designated repositories of government-wide eligibility qualification or financial integrity information, such as: Federal Awardee Performance and Integrity Information System (FAPIIS), DUNS and SAM

6. Reports and findings from single audits performed under Subpart F – Audit Requirements, 2 C.F.R. Part 200 and findings and reports of any other available audits

7. Applicant organization's annual report

8. Publicly available information, including information from the applicant organization's website

9. Applicant's ability to effectively implement statutory, regulatory, or other requirements imposed on award recipients.

In addition, organizations who have not received prior DHS awards may be required to complete a risk assessment questionnaire as part of the pre-award financial and administrative review.

Applicant Disclosure of Risk Status

Applicants are to disclose whether they are currently designated high risk by another federal grant making agency. This includes any status requiring additional oversight by the federal agency due to past programmatic or financial concerns. If an applicant is designated at a higher risk by another federal grant making agency, you must submit the following information at the time of application submission:

- The federal agency that currently designated the applicant as high risk.
- Date the applicant was designated at a higher risk.
- The higher risk point of contact name, phone number, and email address, from that federal agency.
- Reasons for the higher risk status.

DHS seeks this information to ensure appropriate federal oversight of any grant award. Disclosing this higher risk information does not disqualify any organization from receiving a DHS award. However, additional grant oversight may be included, if necessary, in award documentation.

Obligation by DHS/GFAD

Publication of this Notice of Funding Opportunity (NOFO) does not obligate the Department of Homeland Security (DHS), Grants and Financial Assistance Division (GFAD) to award any specific number of grants and/or cooperative agreements or to obligate any particular amount of funding.

Program Income

No program income is anticipated to be generated under the award(s) at this point. However, if program income generates during the implementation of the program, the Grants Officer reserves his/her rights in determining exactly how that income will be treated and considered under the award, in line with 2 CFR 200.307. Otherwise, the following will be observed:

For U.S. Organizations, the following paragraph (e) (1) of the 2 CFR 200.307 must apply:
"(1) Deduction. Ordinarily program income must be deducted from total allowable costs to determine the net allowable costs. Program income must be used for current costs unless the Federal awarding agency authorizes otherwise. Program income that the non-Federal entity did not anticipate at the time of the Federal award must be used to reduce

the Federal award and non-Federal entity contributions rather than to increase the funds committed to the project." For non-U.S. organizations, see the provision named "Program Income."