

BUREAU OF JUSTICE ASSISTANCE

FY2025 National Sexual Assault Kit Initiative Notice of Funding Opportunity

September 30, 2025



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Webinar Housekeeping

- If you encounter any technical difficulties, please inform us through the meeting chat.
- For any questions during the presentation, post them in the Q&A pod and we will respond during the Q&A session at the conclusion.
- This webinar is being recorded and will be accessible on the BJA website within a few days.

Captions

- Navigate to the meeting controls, which are usually at the top of your screen.
- Click the **More** button, represented by three dots 
- Go to **Language and speech**.
- Select **Turn on live captions** or **Show live captions**.
- The captions will appear in real-time at the bottom of the webinar window.

Presenter

Hope Zagaria

Forensic Policy Advisor

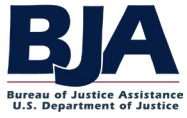


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Agenda

- OJP Overview
- Program Overview
- NOFO Information
- OJP Funding Process Overview
- Application Resources
- Q&A





OJP Overview

What is the Office of Justice Programs?

- The Office of Justice Programs (OJP) provides grant funding, training, research, and statistics to the criminal justice community.
- OJP is one of three grant-making components of the Department of Justice along with the **Office on Violence Against Women (OVW)** and the **Office of Community Oriented Policing Services (COPS)**.

BJA – Bureau of Justice Assistance



BJS – Bureau of Justice Statistics



NIJ – National Institute of Justice



OVC – Office for Victims of Crime



OJJDP – Office of Juvenile Justice and Delinquency Prevention

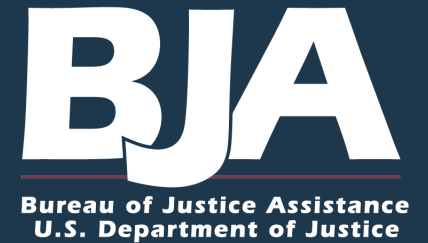


SMART – Office of Sex Offender Sentencing, Monitoring, Apprehending, Registering, and Tracking



Office of Justice Programs Bureau of Justice Assistance

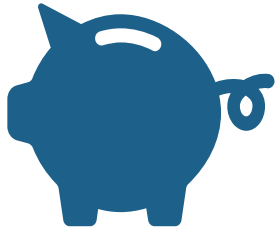
BJA strengthens the Nation's criminal justice system and helps America's state, local, and tribal jurisdictions reduce and prevent crime, reduce recidivism, and promote a fair and safe criminal justice system.



<https://bja.ojp.gov/>

Tammie M. Gregg
Acting Director

How BJA Supports the Field



Investments

Provide funding to accomplish goals.



Sharing Knowledge

Research, develop, and deliver what works to build capacity and improve outcomes.



Engagement

Connect with the field.





Poll Question

Has your organization applied for OJP grants before?

My organization has applied for and received OJP grants.

My organization has applied for but not been awarded an OJP grant.

My organization has not applied for an OJP grant, but we've had other federal grants.

My organization is new to OJP grants and looking to learn more!



Program Overview

National Sexual Assault Kit Initiative (SAKI) Program



Supports improved jurisdictional response to sexual assault and violent crime to deliver support and justice for victims and hold offenders accountable.



Establishes formal multidisciplinary teams – law enforcement, forensic scientists, victim advocates, prosecutors, and medical personnel – working cohesively within each jurisdiction.



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SAKI Goals

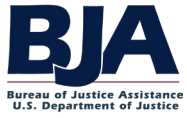
Goal 1: Eliminate sexual assault kit and violent cold case backlogs by addressing challenges associated with the testing of unsubmitted and partially tested kits and other evidence.

Goal 2: Enhance the investigation and prosecution of cold case sexual assaults and other violent cold case crimes.

Goal 3: Support law enforcement-led efforts to increase community engagement and enhance accountability and transparency in violent cold case investigations, particularly those involving sexual violence



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NOFO Information

Funding Categories

Category 1	Comprehensive approach to Unsubmitted Sexual Assault Kits
Category 2	SAKI for small agencies
Category 3	Collection of Lawfully Owed DNA
Category 4	Investigation and Prosecution of Cold Case Sexually Motivated Crimes
Category 5	Developing and Implementing a Sustainability Plan
Category 6	National Cold Case Initiative

Categories 3–6 are for jurisdictions that have already addressed unsubmitted and partially tested SAKs. **If your jurisdiction cannot certify this, it is likely premature for your jurisdiction to apply for one of these Categories.**



Eligibility

- State governments
- County governments
- City or townships governments
- Units of local government
- Special district governments
- Native American Tribal governments
- State and local prosecuting agencies
- Law enforcement agencies

For purposes of this NOFO, “state” means any state of the United States, the District of Columbia, the Commonwealth of Puerto Rico, the Virgin Islands, Guam, American Samoa, and the Commonwealth of the Northern Mariana Islands.

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Eligibility

- Entities eligible to apply for Categories 1, 3, 4, 5 and 6
 - State law enforcement agencies
 - Units of local government
 - Governmental non law enforcement agencies acting as their fiscal agents
 - Prosecutor's offices
- Entities eligible to apply for Category 2
 - Small law enforcement agencies
 - Consortia of small law enforcement agencies



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Federal Award Information

Anticipated amount of funding

- \$38,459,239

Anticipated number of awards to be funded

- Up to 25

Period of performance start date

- October 1, 2025

Period of performance duration

- 36 months

Anticipated maximum dollar amount per award

- Up to \$2,500,000



Definition: Partially Tested SAK



A sexual assault kit that has only been subjected to serological screening, or that has previously been tested with non-CODIS-eligible DNA methodologies (e.g., Restriction Fragment Length Polymorphism or DQ Alpha).

- For serology cases, the inventory must include serology-positive and serology negative cases.
- Partially tested SAKs are within the scope of the required inventory for SAKI and jurisdictions will be required to address their partially tested SAKs (if not already done) as part of this program.



Definition: Combined DNA Index System (CODIS)



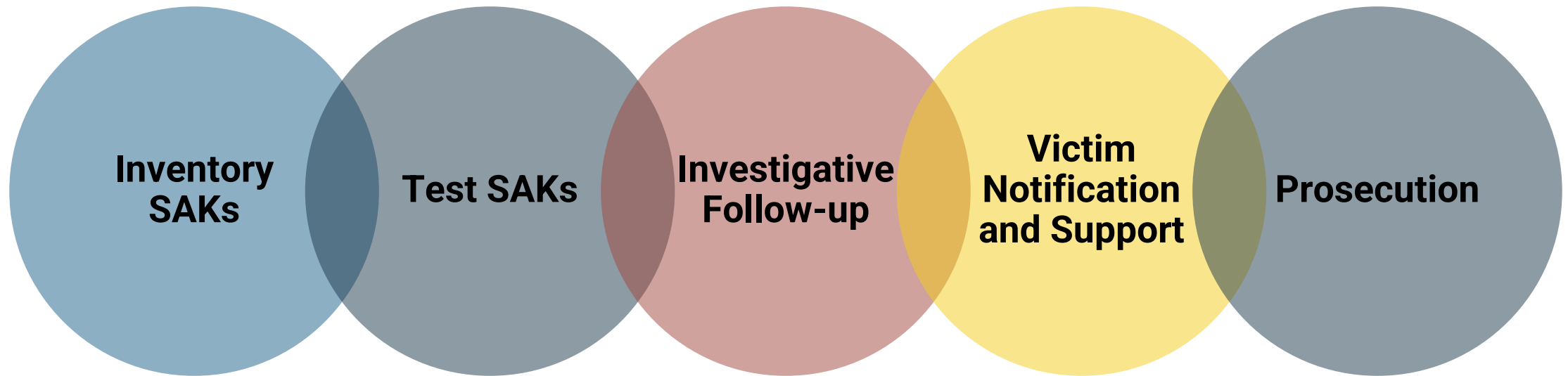
Generic term used to describe the Federal Bureau of Investigation's (FBI) program of support for criminal justice DNA databases.

- CODIS contains profiles from forensic evidence and offenders/arrestees and can provide investigative information that may assist with identifications.
- Three levels of CODIS: the Local DNA Index System (LDIS), the State DNA Index System (SDIS); and the National DNA Index System (NDIS).



Category 1: Comprehensive Approach to Unsubmitted SAKs

Broadest category to evaluate and address public safety implications and lack of justice for victims due to significant backlogs of unsubmitted and partially tested SAKs.



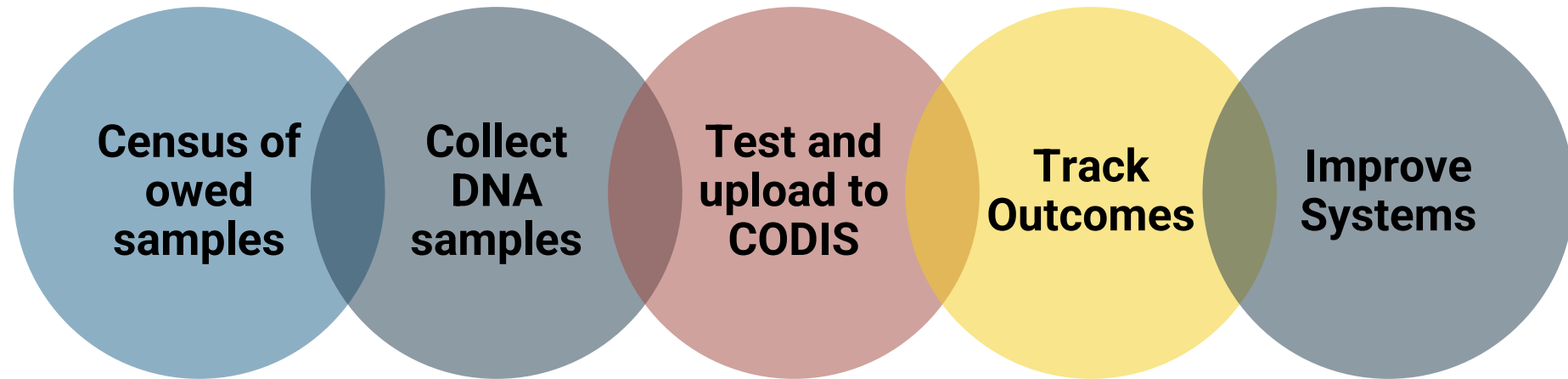
Category 2: SAKI for Small Agencies

- Aimed towards small agencies that do not require extensive projects to address their backlogs.
- Includes rural and tribal agencies.



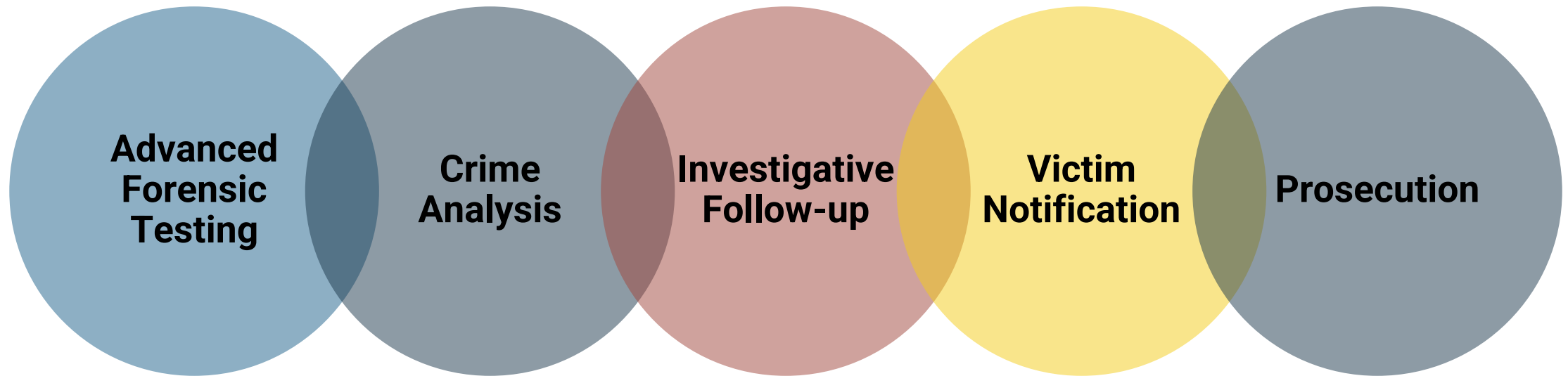
Category 3: Collection of Lawfully Owed DNA (LODNA)

- Identify, collect, and DNA test lawfully owed samples that were never collected or sent to a laboratory for testing.
- Only awarded after jurisdictions have addressed unsubmitted and partially tested SAKs and the downstream case activities for majority of cases.



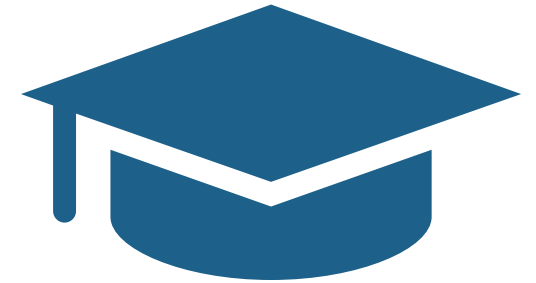
Category 4: Investigation and Prosecution of Cold Case Sexually Motivated Crimes

- Investigate and prosecute high volumes of cold case sexual assaults that have resulted from testing backlogs.
- Only awarded after jurisdictions have addressed unsubmitted and partially tested SAKs.



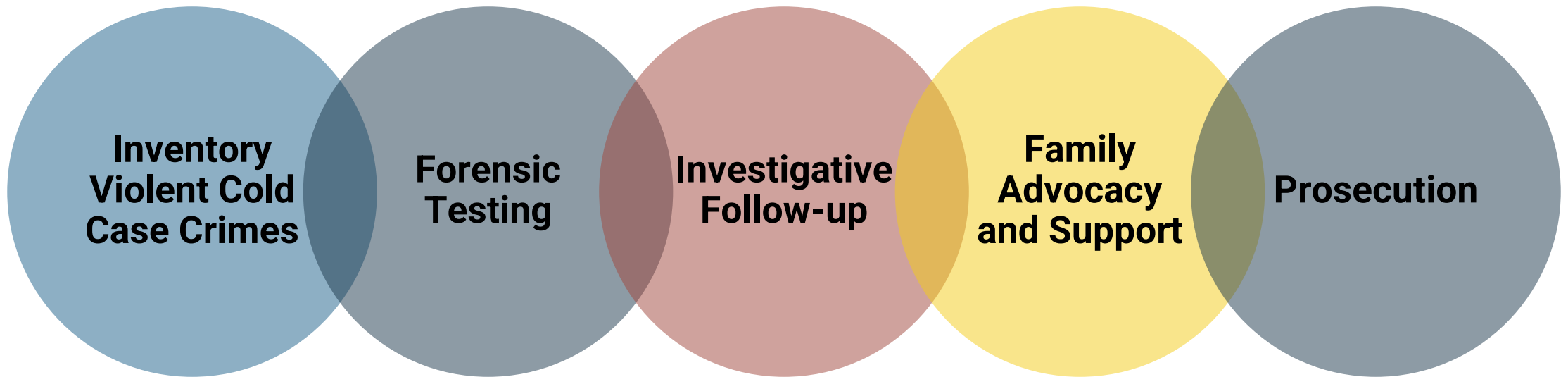
Category 5: Developing and Implementing a Sustainability Plan

- Implement sustainable changes in procedures and policies to ensure that unsubmitted kits never accumulate again and ensure timeliness and a victim-centered focus.
- Granted only after jurisdictions have addressed unsubmitted and partially tested SAKs and the downstream case activities for the majority of their cases.



Category 6: National Cold Case Initiative

- Investigate and prosecute violent cold case crimes other than those that are sexually-motivated.
- Only awarded after jurisdictions have addressed unsubmitted and partially tested SAKs and the downstream case activities for majority of cases.



BJA SAKI Model – All Funding Categories

Create a
Multidisciplinary
Team (MDT)

Select a Site
Coordinator

Inventory, Track, and
Test



SAKI Site Coordinator

- Central point of contact for the SAKI team with the full support of the lead agency.
- Labor intensive - BJA considers it to be a full-time paid position.
- **Separate and distinct coordinators are required for every Category** (if multiple Category awards). Exceptions may be considered on a case-by-case basis and additional justification will be required.

Qualifications

Strong and knowledgeable leader

Committed to institutionalizing systems, policies, and protocols developed by the MDT

Prior experience working with law enforcement agencies, prosecutors, and victim advocates



Multidisciplinary Team

- Develops and advises on policies, protocols, and best practices relating to unsubmitted SAKs and violent cold case crimes.
- Depending on the funding Category, should include:
 - Law enforcement personnel
 - Forensic medical personnel
 - Forensic laboratory personnel
 - Prosecutors
 - Victim advocates
 - Victim service providers



SAK Inventory Requirement

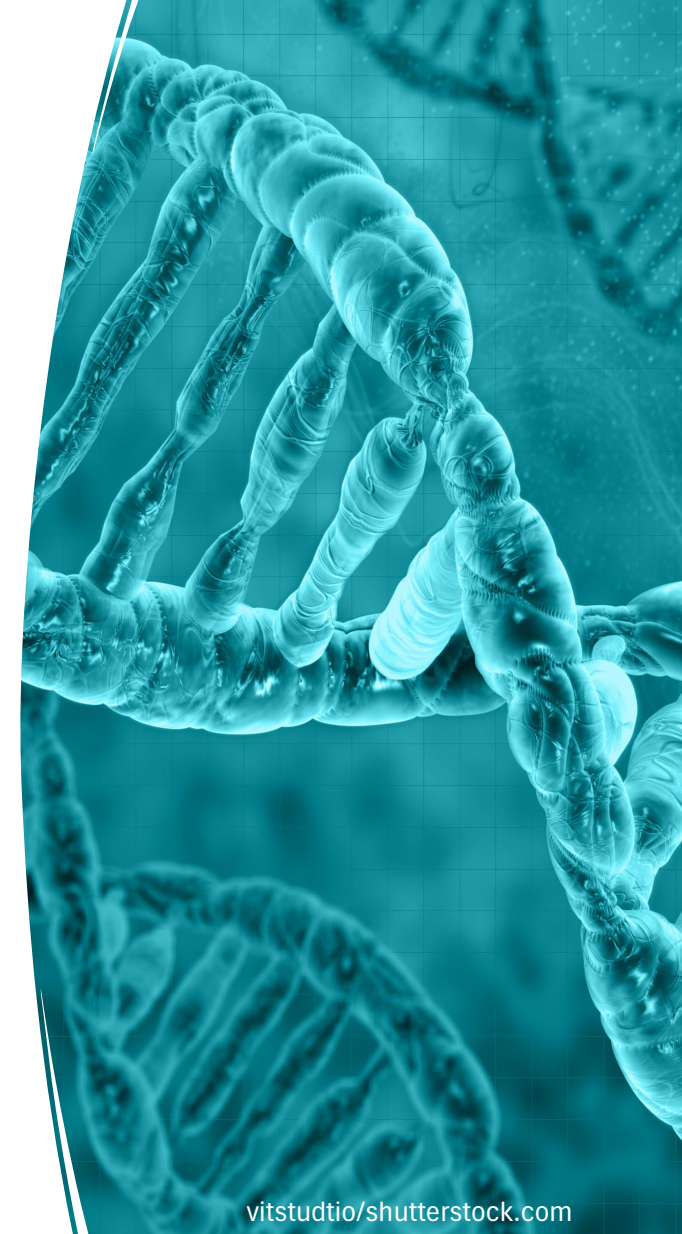
- Inventory should be focused on those SAKs that were unsubmitted or partially tested at the time of the grant application deadline.
- The scope of the inventory should reflect the jurisdictional scope of the awardee (e.g. statewide, countywide, citywide, etc.).
- **The application must describe how the inventory requirement will be met.**
- Awardees will have an initial period to complete the inventory and access up to 25% of funds.



DNA Testing – All Categories

IMPORTANT: All DNA analyses (except forensic genetic genealogy testing) must be done by an accredited laboratory and must adhere to the FBI's Quality Assurance Standards

- **Testing of SAKs:** Primary focus of the DNA analyses under Categories 1 and 2 be the STR testing of SAKs for CODIS entry.
- **Advanced or specialized DNA testing:** Awardees should review cases as an MDT before applying advanced or specialized DNA testing methods. Under Categories 1 and 2 the application of advanced or specialized DNA testing methods should be on a limited basis until testing has been completed on >75% of unsubmitted and partially tested SAKs from the inventory.



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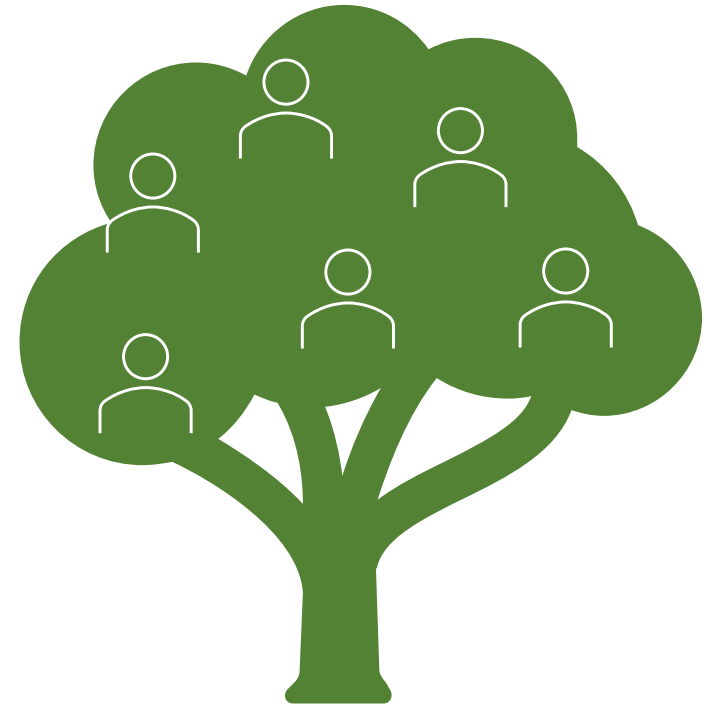
ViCAP Requirements

- Enter all eligible cases into the FBI's Violent Criminal Apprehension Program (ViCAP).
- Use the available services to generate investigative leads.



Forensic Genetic Genealogy (FGG) Requirements

- Using funds for FGG must adhere to the **United States Department of Justice Interim Policy: Forensic Genetic Genealogical DNA Analysis and Searching**
- Highly recommended to leverage the FBI's resources for the tree-building/investigative portion of FGG (at no cost to the awardee). **Additional justification required if outsourcing of genealogy is proposed.**
- Refer to page 19 of the NOFO for a full list of requirements.



FGG **Highlighted** Requirements

1. Case must be submitted for entry into ViCAP before FGG.
2. Crime scene sample must have an STR profile in CODIS before FGG.
If a STR profile is only searching in the SDIS or LDIS levels of CODIS, the awardee must work with their laboratory to pursue the feasibility of re-testing the sample to obtain a NDIS-eligible STR profile before proceeding to FGG.
3. Reasonable investigative leads must have been pursued before FGG.
Importantly that steps have been taken to compare/exclude via DNA individuals relevant to the context of the case/investigation from the profile that is in CODIS (e.g. person(s) of interest, victim, consensual partner, etc.).
4. Investigating agency and prosecutor must agree that FGG is a necessary and appropriate step.



Allowable Uses of Funds Examples

Funds must be used solely for activities within the scope of the selected funding Category.

Salary and Benefits

Site Coordinator

Investigators

Forensic Scientists

Prosecutors

Crime Analysts

Victim Advocates

Procurements

DNA testing and FGG

Automated tracking systems
(e.g., SAK tracking, CODIS hit follow-up)

Implementing DNA-based SAK screening methods

Other

Victim/family services

Improvements to evidence storage systems

Soft interview room furnishings

Research partnerships

Travel for investigative purposes



Generally Unallowable Uses of Funds

- Cases/activities outside the scope of the awarded Category of funding
- Portable investigative equipment unrelated to the investigation of sexually motivated or other violent cold case crimes
- Vehicle modifications for law enforcement vehicles
- Construction
- Rental costs for space
- General laboratory capacity enhancement equipment or expenses related to other general laboratory casework backlog reduction



Unallowable Uses of Funds

NOFO

Note: Addressing these priority areas is one of many factors that OJP considers in making funding decisions. Receiving priority consideration for one or more priority areas does not guarantee a funding award.

Unallowable Uses of Funds

The following are certain unallowable costs and certain activities that are out of the program scope and will not be funded.

1. Out of program scope is any program or activity, at any tier that, directly or indirectly, violates (or promotes or facilitates the violation of) federal immigration law (including 8 U.S.C. § 1373) or impedes or hinders the enforcement of federal immigration law—including by failing to comply with 8 U.S.C. § 1373, give access to DHS agents, or honor DHS requests and provide requested notice to DHS agents.
2. Out of program scope is any program or activity, at any tier that violates any applicable Federal civil rights or nondiscrimination law. This includes violations that— (1) indirectly violate the law, including by promoting or facilitating violations; or (2) unlawfully favor individuals in any race or protected group, including on a majority or minority, or privileged or unprivileged, basis, within a given area, population, or sector.
3. As specified in the [DOJ Grants Financial Guide](#), in Chapter 3.13 “Unallowable Costs” (“Legal Services for Aliens”), any obligations of funds, at any tier, under this award to provide (or to support the provision of) legal services to any removable alien or any alien otherwise unlawfully present in the United States shall be unallowable costs for purposes any award made under this notice, but the foregoing shall not be understood to apply— (1) to legal services to obtain protection orders for victims of crime; or (2) to immigration-related legal services that may be expressly authorized or required by any law, or any judicial ruling, governing or applicable to the award.

Program Goals and Objectives

DOJ Grants Financial Guide

Legal Services for Aliens

Except as indicated in the following sentence, costs of providing legal services (that is, professional services of the kind lawfully provided only by individuals licensed to practice law) to any removable alien (see 8 U.S.C. § 1229a(e)(2)) or any alien otherwise unlawfully present in the United States are disallowed and may not be charged against the award.

Costs for legal services disallowed under the preceding sentence do not include costs for legal services— (1) to obtain protection orders for victims of crime (including associated or related orders (e.g., custody orders), arising from the victimization); (2) that are associated with or relate to actions under 18 U.S.C. ch. 77 (peonage, slavery, and trafficking in persons); (3) to obtain T-visas, U-visas, or “continued presence” immigration status (see, e.g., 8 U.S.C. § 1101(a)(15)(T) & (U); 22 U.S.C. § 7105(c)(3)(A)); or (4) as to which such disallowance would contravene any express requirement of any law, or of any judicial ruling, governing or applicable to the award.

<https://www.ojp.gov/funding/financialguidedo>



Agency Funding Priorities

- (a) Directly supporting law enforcement operations (including immigration law enforcement operations)
- (b) Combatting violent crime
- (c) Supporting services to American citizens
- (d) Protecting American children
- (e) Supporting American victims of trafficking and sexual assault



Important Application Attachments



Certification as to Unsubmitted and Partially Tested SAK Inventory Clearance
Template linked in NOFO. **Required at time of application for Categories 3-6.**



MOUs/Letters of Intent

Formalization of MDT partnerships. **Required at time of application**



Disclosure of other SAK testing projects and/or other BJA funding related to violent cold case crimes

Required at time of application



Certification as to the use of SAKI funds for FGG

Template linked in NOFO. Encouraged but not required at time of application



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Mandatory Certification by the Chief Executive Officer (or senior official)

Required for State and Local Government Applicants

- All state and local government applicants **must** submit using the **Appendix 1** template.
- In the Additional Application Components section under Disclosures and Assurances.
- **Applications missing this certification will not proceed to peer review.**

What Is the Certification

- The applicant entity — including its officials and personnel — certifies compliance with 8 U.S.C. §§ 1373 and 1644 in any “*program or activity*” receiving federal financial assistance under any award made by OJP pursuant to this application.
- Subrecipients must also comply with 8 U.S.C. §§ 1373 and 1644.

Certification Submission Steps ▶

01



Print and Sign Certification

- Print Certification Form
- Fill in required information
- Signed by the Chief Executive Officer

Blank certification form located at end of NOFO (Appendix 1)

Basic Information	Eligibility	Program Description	Application Submission	Application Review	Award Notices	Post-Award Requirements	Other Information	Application Checklist
Appendix 1 U.S. DEPARTMENT OF JUSTICE, OFFICE OF JUSTICE PROGRAMS <u>Certification by the Chief Executive Officer (or senior official) of the Applicant Government</u> On behalf of the applicant named below, and in support of its application, I certify under penalty of perjury to the Office of Justice Programs ("OJP"), U.S. Department of Justice ("USDOJ"), that all of the following are true and correct: (1) I am the chief executive officer of the State or local government ("the jurisdiction") of which the applicant entity named below is a part (or a senior official of the jurisdiction, with the legal authority to bind the same), I have received appropriate legal advice as to this certification, and I have the authority to make this certification on my own behalf as chief executive officer (or senior official) and on behalf of the jurisdiction and the applicant entity. I understand that OJP will rely upon this certification as a material representation in any decision to make an award to the applicant entity. (2) I have carefully reviewed (or have received pertinent legal advice concerning) § U.S.C. §§ 1373(a) & (b) and 1644, including the prohibitions on certain actions by State and local government entities, agencies, and officials regarding information on citizenship and immigration status. (3) I (and the applicant entity) understand that, for purposes of this certification, the term "program or activity" means what it means under title VI of the Civil Rights Act of 1964 (<i>see</i> 42 U.S.C. § 2000d-4a), and that terms used in this certification that are defined in § U.S.C. § 1101 mean what they mean under that section 1101, except that the term "State" also shall include American Samoa (<i>cf.</i> 42 U.S.C. § 901(a)(2)). (4) I (and the applicant entity) assure that the applicant entity (and its officials and other personnel) will comply with § U.S.C. §§ 1373 and 1644 in any "program or activity" receiving federal financial assistance under any award made by OJP pursuant to this application. I further certify that any subrecipient (at any tier) of such federal financial assistance (and its officials and other personnel) will also comply with § U.S.C. §§ 1373 and 1644. I acknowledge that a materially false, fictitious, or fraudulent statement (or concealment or omission of a material fact) in this certification, or in the application that it supports, may be the subject of criminal prosecution (including under 34 U.S.C. § 10271 or under 18 U.S.C. § 1001 or 1621, and may subject me and the applicant entity to civil penalties and administrative remedies for false claims or otherwise (including under 31 U.S.C. §§ 3729-3730 and §§ 3801-3812). I also acknowledge that OJP awards, including certifications provided in connection with such awards, are subject to review by USDOJ, including by OJP and by the USDOJ Office of the Inspector General. _____ Signature of Chief Executive Officer (or senior official) of the Applicant Government Date of Certification _____ Printed Name of Chief Executive Officer (or senior official) Title of Chief Executive Officer (or senior official) _____ Name of Applicant Government Entity								

02



Funding Priority Inventory 2

- Go to the Data Requested with Application screen
- Click on Funding Priority Inventory 2

Data Requested with Application

▼ Funding Opportunity Specific/Survey Questions

Critical Component	Survey Name	Status
	Financial Management and System of Internal Controls	New
	Funding Priority Inventory 2	New

03



Agency Funding Priorities Inventory

- Select option (f)
- Select all other applicable priority consideration goals that apply

Agency Funding Priorities Inventory

1. Which (if any) of the following priority consideration goals are addressed in the application program narrative and

☐ Select All

☐ (a) Directly supporting law enforcement operations (including immigration law enforcement operations)

☐ (b) Combatting violent crime

☐ (c) Supporting services to American citizens

☐ (d) Protecting American children

☐ (e) Supporting American victims of trafficking and sexual assault

☒ (f) State/local law enforcement efforts that are coordinated with federal law enforcement efforts (including immigration law enforcement efforts)—at minimum as shown by— (1) compliance with 8 U.S.C. § 1373, which provides that state and local government entities may not prohibit, or in any way restrict, any government entity or official from sending to, receiving from, maintaining, or exchanging information regarding citizenship or immigration status, lawful or unlawful, of any individual with components of the U.S. Department of Homeland Security or any other federal, state or local government

04



Upload Certification Form

- Click the “Upload” button from the “Additional Application Components” screen

Grant Package (00837934) [Details](#)

Notice of Funding Opportunity Instructions

- Standard Applicant Information
- Proposed Abstract
- Data Requested with Application
- Proposed Narrative
- Budget and Associated Documentation
- MOAs and Other Supportive Documents
- Additional Application Components**
- Disclosures and Resurances
- Other
- Certify and Submit

Participants (3)

- JOHN ECHOLS@justice.gov Doc Entry Administrator
- Jaime Nester Authorized Representative
- Application Submitter
- Application Submitter

Appendix 1: Certification by the Chief Executive Officer (or senior official) of the Applicant Government

The recommended file to upload are PDF, Microsoft Word and Excel.

[Upload](#)

The recommended file to upload are PDF, Microsoft Word and Excel.

[Upload](#)

Back Save Continue

Application Review Process

- Must be submitted by an **eligible type of applicant**.
- Must request funding within programmatic funding constraints.
- Must be **responsive to the scope** of the solicitation.
- Must include all items necessary to meet the **basic minimum requirements**.



Merit Review Criteria

- **Statement of the Problem/Description of the Issue (15%):**
Emphasis on Category 3-6 applicants clearly demonstrating that all unsubmitted and partially tested SAKs have been addressed
- **Project Design and Implementation (40%):**
Emphasis on incorporating funding Category and program requirements such as those related to inventory, DNA analysis, FGG, and ViCAP
- **Capabilities and Competencies (25%):**
Emphasis on the strength and stability of the proposed project team to include a site coordinator with experience commensurate with the responsibilities of the role.
- **BJA SAKI Model (5%)**
- **Budget (15%)**



Application Checklist



APPLICATION CHECKLIST

National Sexual Assault Kit Initiative

This application checklist has been created as an aid in developing an application. For more information, reference the ["OJP Application Submission Steps"](#) in the [OJP Grant Application Resource Guide](#) and the [DOJ Application Submission Checklist](#).

SAM.gov Registration/Renewal

- Confirm that your entity's registration in the System for Award Management (SAM.gov) is active through the NOFO period. Submit a new or renewal registration in SAM.gov, if needed (see [Application Resource Guide](#)).

Grants.gov Registration

- Acquire an Authorized Organization Representative (AOR) and a Grants.gov username and password (see [Application Resource Guide](#)).
- Acquire AOR confirmation from the E-Business Point of Contact (E-Biz POC) (see [Application Resource Guide](#)).

Grants.gov Opportunity Search

- Search for the funding opportunity in Grants.gov using the opportunity number, assistance listing number, or keyword(s).
- Select the correct Competition ID.
- Access the funding opportunity and application package (see Step 7 under ["OJP Application Submission Steps"](#) in the [Application Resource Guide](#)).
- Sign up for Grants.gov email notifications (optional) (see [Application Resource Guide](#)).

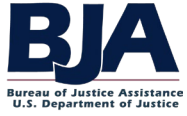
Funding Opportunity Review and Project Planning

- Review all sections of the NOFO.
- Confirm your entity is eligible to receive funding (see [Eligibility: Eligible Applicants](#)).
- Confirm your proposed budget is within the allowable limits (see [Basic Information: Funding Details](#)), includes only allowable costs (see [Application Contents, Submission Requirements, and Deadlines: Budget Detail Form](#)), and includes cost sharing if applicable (see [Eligibility: Cost Sharing/Match Requirements](#)).
- Review the performance measures for this funding opportunity and confirm you will be prepared to collect and report on this data (see [Program Description: Performance Measures](#)).
- Review the ["Legal Overview—FY 2025 Awards"](#) in the [OJP Funding Resource Center](#) and confirm you are prepared to follow the requirements.
- Read OJP policy and guidance on conference approval, planning, and reporting under "Listing of Costs Requiring Prior Approval" in the [DOJ Grants Financial Guide](#) or see the [Application Resource Guide](#).

Submission Step 1: Grants.gov

After registering with SAM.gov submit the SF-424 in Grants.gov.

- Complete and submit the SF-424 by the deadline.



OJP Funding Process Overview

Before You Apply For Funding

SAM.gov Registration – recommend beginning at least 30 days before the first application deadline

- Register/confirm “active” registration status
 - First-time registration – may take several weeks
 - Existing registration – annual renewal required
- Obtain/confirm **Unique Entity Identifier (UEI)**
- Identify current SAM.gov points of contact



Apply For OJP Funding: Overview

Step 1: Grants.gov – complete *at least* 48 hours before deadline in NOFO

- Register/confirm registration
- Submit Application for Federal Assistance (SF-424)

Step 2: JustGrants – complete *at least* 48 hours before deadline in NOFO

- Register/confirm access
- Submit full application, including required attachments



Apply For OJP Funding: Step 1

Step 1: Grants.gov

- Register/confirm registration
- Add/confirm users and their roles
- Complete the Application for Federal Assistance (SF-424)

You can complete the first two actions at any time. Check the [Grants.gov Quick Start Guide](#) for more tips.



Apply For OJP Funding: Step 2

Step 2: JustGrants

Complete the full application in JustGrants

- Standard Applicant Information
- Proposal Abstract
- Proposal Narrative
- Budget and Associated Documentation
- Memorandum of Understanding (MOU) and Other Supportive Documents
- Additional Application Components
- Disclosures and Assurances



What Happens Next?

After the JustGrants application deadline, OJP starts its review process:

- Basic Minimum Requirements
- Peer Review
- Programmatic and Financial Review
- Risk Review



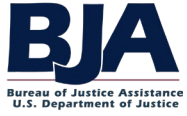
Award Notices

Visit the OJP Grant Awards public website: ojp.gov/funding/ojpgrantawards

Successful applicants notified by JustGrants:

- Accept or decline award within 45 days
- Follow steps in [DOJ Award Acceptance Checklist](#)





Application Resources

[Home](#) / [Grants/Funding](#) / [Applicant Resources](#)

OJP Grant Application Resource Guide

February 6, 2025

The Office of Justice Programs (OJP) Grant Application Resource Guide provides guidance to assist OJP grant applicants in applying for OJP funding. It complements notices of funding opportunities (NOFOs) by providing more detail about policies, statutes, and regulations that apply to many (or in some cases, all) OJP funding applicants or to grants and cooperative agreements awarded in fiscal year (FY) 2025. For detailed instructions on using the JustGrants system to submit applications, review the [Application Submission Resources](#). Some OJP NOFOs expressly modify a provision of this guide; in such cases, the applicant should follow the guidelines in the NOFO.

DOJ Grant Application Process Overview

See the [YouTube Terms of Service](#)¹¹ and [Google Privacy Policy](#)¹²



Initiate an application

Initiate an application in Grants.gov and submit required documents

Note: Complete and submit the required documents in Grants.gov at least 48–72 hours prior to the Grants.gov deadline.

Watch on  YouTube

Want to apply for Department of Justice (DOJ) funding? This video offers a quick look at the systems you'll use to complete your grant application—SAM.gov, Grants.gov, and JustGrants—and shows you where to find assistance with any step in the grant application process.

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SAM.gov Entity Registration and Renewal Requirement

All entities seeking Department of Justice (DOJ) grant funding must have an “active” registration in [SAM.gov](#). **Begin the SAM.gov registration or renewal process 30 days prior to any deadlines** to allow time to complete the full process.

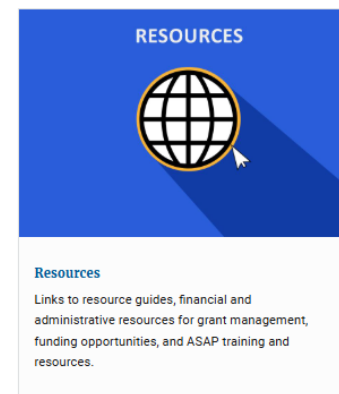
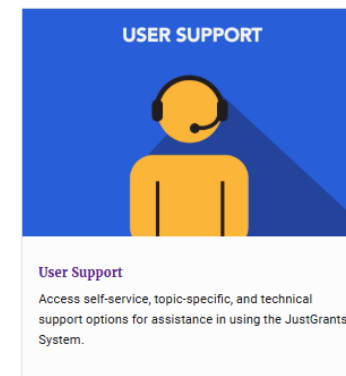
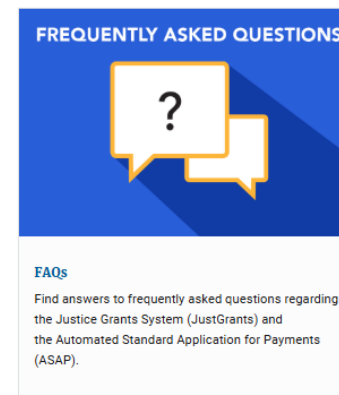
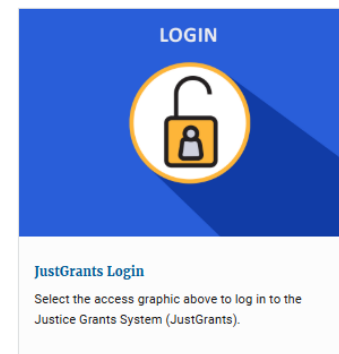
For additional support, visit [SAM.gov Help](#).



Video: DOJ Grant Application Process Overview

Want to apply for Department of Justice (DOJ) funding? This video offers a quick look at the systems you’ll use to complete your grant application—SAM.gov, Grants.gov, and JustGrants—and shows you where to find assistance with any step in the grant application process.

[Watch the Video](#)



Application Assistance

Grants.gov

Assistance with submitting the **SF-424**.

- **Customer Support Hotline**
 - 800-518-4726 or 606-545-5035
 - Operates 24 hours a day, 7 days a week, except on federal holidays.
- **Web and Email**
 - <https://www.grants.gov/support>
 - support@grants.gov

JustGrants

Assistance with submitting the full application in DOJ's Justice Grants System (JustGrants).

- **Customer Support Hotline**
 - 833-872-5175
 - Monday – Friday between 7am and 9pm ET
 - Saturday, Sunday, and federal holidays from 9am – 5pm ET
- **Web and Email**
 - <https://justicegrants.usdoj.gov/user-support>
 - JustGrants.Support@usdoj.gov

OJP Response Center

10am to 6pm ET, Monday - Friday

Additional Questions?



Email: OJP.ResponseCenter@usdoj.gov



Toll free: 800-851-3420



TTY: 202-353-5556
(hearing impaired only)



Important Deadlines

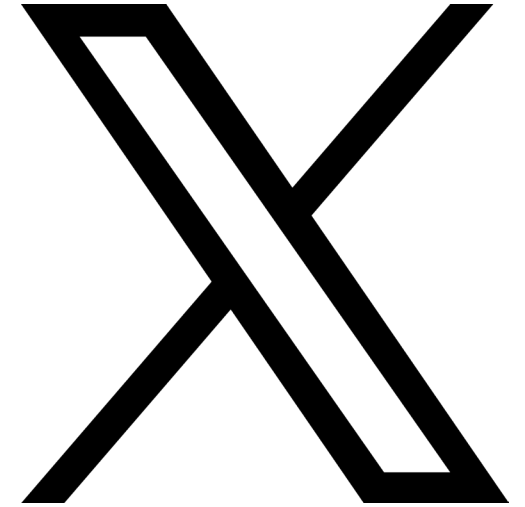
BJA FY25 National Sexual Assault Kit Initiative (SAKI)

Deadline to submit SF-424 in Grants.gov: **October 27, 2025, by 11:59 p.m. Eastern Time**
Deadline to submit application in JustGrants: **November 3, 2025, by 8:59 p.m. Eastern Time**



Stay Connected!

- **Facebook:** <https://www.facebook.com/DOJBJA>
- **X:** <https://x.com/DOJBJA>
- **YouTube:** <https://www.youtube.com/dojbja>
- Use the QR code to subscribe to “**Justice Matters**” and “**News From BJA**” to receive the latest information from BJA and the field.
- For information on funding opportunities, publications, and initiatives, visit **BJA’s website:** www.bja.ojp.gov.
- Subscribe to **Justice Programs News & Funding** <https://www.ojp.gov/news/justice-programs-news-funding>.



Q&A



Please send your questions via the Q&A pod. If you would rather ask verbally, use the raise hand feature to be unmuted and speak. Wait to unmute until you have been acknowledged.

